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Agenda of:
Regular Public Meeting
Of the
Forestville Water District Board of Directors

Date: **Tuesday, April 12, 2022** Time: **5:30 PM**
Location: **Virtual video conference**

In accordance with AB 361, Governor Newsom's March 4, 2020, State of Emergency due to the COVID-19 pandemic, Sonoma County Public Health Officer's Recommendation for Teleconferenced Meetings, and the Forestville Water District Board of Directors Resolution 413(e), the April 12, 2022, Board of Supervisors Meeting will be facilitated using virtual format with listening and participation available through Zoom.

Forestville Water District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access and/or participate in District Board meetings to please contact the District office at (707) 887-1551 or info@forestvillewd.com, at least three (3) business days before the scheduled District Board meeting to ensure that the District may assist you.

To join Zoom Meeting:

Link: <https://zoom.us/join>

Meeting ID: 854 2213 7673

Password: 686700

To participate in Zoom by telephone:

Dial: 1-669-900-9128

Meeting ID: 854 2213 7673

Password: 686700

RECORDING OF MEETING ANNOUNCEMENT:

This meeting may be recorded to assist in preparation of minutes. Recordings will only be kept for 30 days following the meeting as mandated by the Ralph M. Brown Act.

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. STATEMENT OF ABSTENTION
- V. PUBLIC COMMENT (Public testimony is limited to three minutes)
- VI. CONSENT ITEMS
 1. Resolution 413(f)
 2. Financial Reports for March 2022
 3. Minutes for March 8, 2022, Regular Board Meeting
- VII. PUBLIC HEARING (No public hearing tonight)
- VIII. ACTION ITEMS
 - A. ASR AND MINUTES FORMATTING
 - B. 2018 SEWER IMPROVEMENT PROJECT

- C. TIME SCHEDULE ORDER AND GRANT APPLICATION FOR SEWER TREATMENT PLANT
- D. PRV REPLACEMENT OPTIONS
- E. LIFT STATION VFD ELECTRICAL UPGRADE
- F. DIRECTOR'S TRAINING
- G. GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK
- H. DISTRICT GOAL UPDATES
- I. NEW WATER RATE STRUCTURE
- J. WATER CONSERVATION
- K. ACCESSORY DWELLING UNIT POLICY
- L. SERVICE AGREEMENT
- M. GENERAL MANAGER EVALUATION PROCESS
- N. CORRESPONDENCE

IX. DISTRICT ENGINEER MONTHLY REPORT

X. GENERAL MANAGER MONTHLY REPORT

XI. GRATON/FWD SUB-COMMITTEE REPORT

XII. DIRECTORS' REPORT AND CALL FOR FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

How to get an item on the agenda

Items for the agenda of the regular meetings of the Forestville Water District must be submitted to the District in writing. Regular meetings are held the 2nd Tuesday of each month. Submissions must be received by the District no later than ten (10) calendar days before the meeting. Submit your agenda items to: Forestville Water District, Post Office Box 261, Forestville, CA 95436, or email to: info@forestvillewd.com. Be sure to include your name, address, and phone number. Anonymous submissions will not be considered for discussion.

DRAFT

RESOLUTION NO. 413(f) (SUBSEQUENT)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FORESTVILLE WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF FORESTVILLE WATER DISTRICT FOR THE PERIOD May 1ST THROUGH 31ST PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Forestville Water District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Forestville Water District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously conducted remote teleconference meetings in compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, the COVID-19 pandemic present an imminent risk to health and safety; and

WHEREAS, the facilities available to the District to hold in-person meetings are potentially insufficient to allow for social distancing; and

WHEREAS, the Board of Directors does hereby find that the ongoing COVID-19 pandemic and need for social distancing has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of Forestville Water District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the public may access meetings via Zoom or other videoconference service as published in the monthly meeting agenda, and may address the Board of Directors during the public comment portion of the meeting.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF FORESTVILLE WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and meeting in-person would not provide sufficient space to allow for social distancing.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager and legislative bodies of Forestville Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on May 1, 2022 and shall be effective until the earlier of (i) May 31, 2022 or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Forestville Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Forestville Water District, this 12th day of April 2022, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

(Directors: Aldridge, Griffith, Hughes, McDermott, and Monroe)

FORESTVILLE WATER DISTRICT: _____

By: Chair of the Board

ATTEST:

Board Clerk

Forestville Water District
Expense and Revenue Report
Water Operation Checking, Period Ending 03/31/22

cc: Apr. 12, 2022
Board Packet
Consent Item #2

| Type | Date | Num | Name | Memo | Amount | Balance |
|---------------------------------------|------------|-------|--------------------------|--|------------|-------------------|
| Beginning Balance | | | | | | 591,823.63 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 68 items | | | | | | |
| Mat/Supplies | 02/16/2022 | 15503 | Bill's Lock & Safe | repair & install office door lock | -469.18 | -469.18 |
| Training | 02/16/2022 | 15515 | SWRCB-DWOCP | Southard-Potable Tx Op Cert Renewal | -60.00 | -529.18 |
| Health/Dental | 02/18/2022 | 15519 | Humana Insurance Co. | March '22 Coverage | -1,495.51 | -2,024.69 |
| Legal | 02/18/2022 | 15520 | Perry Law | Legal Services for 12/22/21-1/14/22 | -900.58 | -2,925.27 |
| Other Admin | 02/18/2022 | 15522 | TIAA Comm. Finance, Inc. | Xerox lease buyout | -542.50 | -3,467.77 |
| Office Supply | 02/18/2022 | 15518 | CUSI | Message Service Monthly Fees | -402.40 | -3,870.17 |
| Office Supply | 02/18/2022 | 15521 | CUSI | Billing paperstock | -361.07 | -4,231.24 |
| Health/Dental | 03/02/2022 | ACH | CalPERS Health Ins. | March 2022 Health Insurance | -11,432.79 | -15,664.03 |
| Payroll Liability | 03/02/2022 | E-pay | Umpqua Bank | Fed Payroll Tax PP #5 | -5,224.94 | -20,888.97 |
| Payroll Liability | 03/02/2022 | ACH | Tony D Lopes | PP #5 (2/13-2/26) | -3,572.48 | -24,461.45 |
| CalPERS | 03/02/2022 | ACH | CalPERS | PP #5 (2/13-2/26) CalPERS Retire. Contrib. | -2,886.25 | -27,347.70 |
| Payroll Liability | 03/02/2022 | ACH | Rodrick A Wheeler | PP #5 (2/13-2/26) | -2,777.16 | -30,124.86 |
| Payroll Liability | 03/02/2022 | ACH | Cory M. Ipsen | PP #5 (2/13-2/26) | -2,386.10 | -32,510.96 |
| Payroll Liability | 03/02/2022 | ACH | John H Southard | PP #5 (2/13-2/26) | -2,342.48 | -34,853.44 |
| Payroll Liability | 03/02/2022 | ACH | Dawn M. Colen-Leith | PP #5 (2/13-2/26) | -1,882.98 | -36,736.42 |
| Payroll Liability | 03/02/2022 | ACH | CalPERS | PP #5 Employees 457 Contributions | -1,543.50 | -38,279.92 |
| Payroll Liability | 03/02/2022 | ACH | Gwen M Taylor | PP #5 (2/13-2/26) | -1,471.19 | -39,751.11 |
| Payroll Liability | 03/02/2022 | E-pay | CA EDD | State Payroll Tax PP #5 | -1,068.98 | -40,820.09 |
| Payroll Liability | 03/02/2022 | ACH | CalPERS | PP #5 - CalPERS PEPR (Employee) | -774.08 | -41,594.17 |
| Payroll Liability | 03/02/2022 | E-pay | Umpqua Bank | Fed Payroll Tax PP #5 | -124.33 | -41,718.50 |
| Merch Fees | 03/02/2022 | ACH | Bankcard | Blufin Merchant Services-CC & eCheck | -77.21 | -41,795.71 |
| Copier | 03/07/2022 | 15528 | Wizix Tech. Group, Inc. | Kyocera Copier purchase | -8,674.58 | -50,470.29 |
| CUSI Ann. Fees | 03/07/2022 | 15529 | CUSI | Annual Hosting Fees 2022-23 | -6,426.00 | -56,896.29 |
| CUSI Ann. Fees | 03/07/2022 | 15525 | CUSI | Annual Maint& Tech support 2022-23 | -2,436.00 | -59,332.29 |
| Payroll Liability | 03/07/2022 | 15531 | CDTFA | Feb '22 Payroll Deduction | -980.80 | -60,313.09 |
| Membership | 03/07/2022 | 15524 | AWWA | Small Systems Utility Annual Membership | -473.00 | -60,786.09 |
| Mat/Supplies | 03/07/2022 | 15527 | Jesse Balter | New Jump cage - Ford pickup | -450.00 | -61,236.09 |
| Utilities | 03/07/2022 | ACH | PG&E | District Office | -411.00 | -61,647.09 |
| Vision | 03/07/2022 | 15523 | ACWA/JPIA | April '22 Vision | -161.10 | -61,808.19 |
| Other Admin | 03/07/2022 | 15530 | Wizix Tech. Group, Inc. | Mo. Serv. 2/18/22-3/17/22 | -44.79 | -61,852.98 |
| Various | 03/07/2022 | 15532 | Ideal Hardware | February charges | -19.59 | -61,872.57 |
| Other Admin | 03/07/2022 | 15526 | Inland Business Systems | Xerox Monthly Service | -2.00 | -61,874.57 |
| Bank Fees | 03/09/2022 | ACH | Umpqua Bank | Umpqua Merchant Fees | -83.85 | -61,958.42 |
| Veh. Fuel | 03/15/2022 | ACH | Robinson Oil | Fuel (semi-mo) | -390.58 | -62,349.00 |
| Payroll Liability | 03/16/2022 | E-pay | Umpqua Bank | Fed Payroll Tax PP #6 | -5,101.06 | -67,450.06 |
| Payroll Liability | 03/16/2022 | ACH | Tony D Lopes | PP #6 (2/27-3/12) | -3,646.21 | -71,096.27 |
| Fiber Optics | 03/16/2022 | ACH | Request IT | Plan/Setup & network equipment | -3,200.17 | -74,296.44 |
| CalPERS | 03/16/2022 | ACH | CalPERS | PP #6 (2/27-3/12) CalPERS Retire. Contrib. | -2,866.54 | -77,162.98 |
| Payroll Liability | 03/16/2022 | ACH | John H Southard | PP #6 (2/27-3/12) | -2,508.02 | -79,671.00 |
| Payroll Liability | 03/16/2022 | ACH | Rodrick A Wheeler | PP #6 (2/27-3/12) | -2,507.33 | -82,178.33 |
| Payroll Liability | 03/16/2022 | ACH | Cory M. Ipsen | PP #6 (2/27-3/12) | -2,386.77 | -84,565.10 |
| Payroll Liability | 03/16/2022 | ACH | Dawn M. Colen-Leith | PP #6 (2/27-3/12) | -1,649.54 | -86,214.64 |
| Payroll Liability | 03/16/2022 | ACH | CalPERS | PP #6 Employees 457 Contributions | -1,543.50 | -87,758.14 |

Forestville Water District Expense and Revenue Report

Water Operation Checking, Period Ending 03/31/22

| | | | | | | |
|--|------------|-------|-------------------------|--|-------------|-------------|
| Payroll Liability | 03/16/2022 | ACH | Gwen M Taylor | PP #6 (2/27-3/12) | -1,471.19 | -89,229.33 |
| Payroll Liability | 03/16/2022 | E-pay | CA EDD | State Payroll Tax PP #6 | -1,035.75 | -90,265.08 |
| Payroll Liability | 03/16/2022 | ACH | CalPERS | PP #6 - CalPERS PEPRA (Employee) | -783.76 | -91,048.84 |
| Payroll Liability | 03/16/2022 | ACH | Destiny Harp | PP #6 (2/27-3/12) | -319.37 | -91,368.21 |
| Payroll Liability | 03/16/2022 | E-pay | CA EDD | State Payroll Tax PP #6 | -12.95 | -91,381.16 |
| Water | 03/21/2022 | 15539 | SCWA | Feb '22-Purchased Water | -20,287.20 | -111,668.36 |
| CC-Various | 03/21/2022 | 15540 | Umpqua Bank | Credit Card Statement 2/28/22 | -2,887.54 | -114,555.90 |
| Legal | 03/21/2022 | 15537 | Perry Law | Legal Services for 2/1/22-2/15/22 | -425.00 | -114,980.90 |
| Office Supply | 03/21/2022 | 15535 | Graybar Fin. Serv. | New phone system rental | -328.17 | -115,309.07 |
| Garbage | 03/21/2022 | 15538 | Recology Sonoma Marin | Garbage for Feb '22 | -125.06 | -115,434.13 |
| Lab | 03/21/2022 | 15534 | B & R Lab., Inc. | Lab testing - Feb '22 | -105.00 | -115,539.13 |
| Various | 03/22/2022 | 15543 | Brelje & Race | Various Water Projects | -2,803.75 | -118,342.88 |
| Bnk Srv Chrg | 03/22/2022 | ACH | Umpqua Bank | analysis fee | -241.88 | -118,584.76 |
| Other Admin | 03/23/2022 | 15544 | Wizix Tech. Group, Inc. | Mo. Serv. 3/18/22-4/17/22 | -109.30 | -118,694.06 |
| Payroll Liability | 03/30/2022 | ACH | Tony D Lopes | PP #7 (3/13-3/26) | -3,572.49 | -122,266.55 |
| CalPERS | 03/30/2022 | ACH | CalPERS | PP #7 (3/13-3/26) CalPERS Retirement Contril | -2,899.41 | -125,165.96 |
| Payroll Liability | 03/30/2022 | ACH | Cory M. Ipsen | PP #7 (3/13-3/26) | -2,714.86 | -127,880.82 |
| Payroll Liability | 03/30/2022 | ACH | John H Southard | PP #7 (3/13-3/26) | -2,441.62 | -130,322.44 |
| Payroll Liability | 03/30/2022 | ACH | Rodrick A Wheeler | PP #7 (3/13-3/26) | -2,408.19 | -132,730.63 |
| Payroll Liability | 03/30/2022 | ACH | Dawn M. Colen-Leith | PP #7 (3/13-3/26) | -1,649.54 | -134,380.17 |
| Payroll Liability | 03/30/2022 | ACH | CalPERS | PP #7 Employees 457 Contributions | -1,543.50 | -135,923.67 |
| Payroll Liability | 03/30/2022 | ACH | Gwen M Taylor | PP #7 (3/13-3/26) | -1,471.19 | -137,394.86 |
| Payroll Liability | 03/30/2022 | ACH | CalPERS | PP #7 - CalPERS PEPRA (Employee) | -767.63 | -138,162.49 |
| Veh. Fuel | 03/30/2022 | ACH | Robinson Oil | Fuel (semi-mo) | -664.53 | -138,827.02 |
| Payroll Liability | 03/30/2022 | ACH | Destiny Harp | PP #7 (3/13-3/26) | -342.19 | -139,169.21 |
| Total Checks and Payments | | | | | -139,169.21 | -139,169.21 |
| Deposits and Credits - 47 items | | | | | | |
| | 01/21/2022 | | Water A/R | Water Sold | 908.92 | 908.92 |
| | 02/08/2022 | | Water A/R | Water Sold | 163.00 | 1,071.92 |
| | 02/18/2022 | | Water A/R | Water Sold | 140.00 | 1,211.92 |
| | 03/01/2022 | | Water A/R | Water Sold | 200.00 | 1,411.92 |
| | 03/02/2022 | | Water A/R | Water Sold | 82.44 | 1,494.36 |
| | 03/04/2022 | | Water A/R | Water Sold | 1,822.11 | 3,316.47 |
| | 03/08/2022 | | Water A/R | Water Sold | 142.13 | 3,458.60 |
| | 03/08/2022 | | Water A/R | Water Sold | 212.99 | 3,671.59 |
| | 03/08/2022 | | Water A/R | Water Sold | 507.58 | 4,179.17 |
| | 03/08/2022 | | Water A/R | Water Sold | 508.68 | 4,687.85 |
| | 03/09/2022 | | Water A/R | Water Sold | 324.88 | 5,012.73 |
| | 03/10/2022 | | Water A/R | Water Sold | 357.38 | 5,370.11 |
| | 03/10/2022 | | Water A/R | Water Sold | 17,786.01 | 23,156.12 |
| | 03/18/2022 | | Water A/R | Water Sold | 81.22 | 23,237.34 |
| | 03/18/2022 | | Water A/R | Water Sold | 150.24 | 23,387.58 |
| | 03/18/2022 | | Water A/R | Water Sold | 162.44 | 23,550.02 |
| | 03/18/2022 | | Water A/R | Water Sold | 172.11 | 23,722.13 |
| | 03/18/2022 | | Water A/R | Water Sold | 185.37 | 23,907.50 |
| | 03/18/2022 | | Water A/R | Water Sold | 247.72 | 24,155.22 |
| | 03/18/2022 | | Water A/R | Water Sold | 324.88 | 24,480.10 |

Forestville Water District Expense and Revenue Report

Water Operation Checking, Period Ending 03/31/22

| | | | | |
|-----------------|----------------------------|----------------------------------|------------|------------|
| 03/18/2022 | Water A/R | Water Sold | 324.88 | 24,804.98 |
| 03/18/2022 | Water A/R | Water Sold | 561.77 | 25,366.75 |
| 03/18/2022 | Water A/R | Water Sold | 675.83 | 26,042.58 |
| 03/18/2022 | Water A/R | Water Sold | 7,433.23 | 33,475.81 |
| 03/18/2022 | Water A/R | Water Sold | 28,792.88 | 62,268.69 |
| 03/21/2022 | Water A/R | Water Sold | 55.50 | 62,324.19 |
| 03/21/2022 | TIAA Comm. Finance, Inc. | Refund-over pmt on Lease buyout | 202.23 | 62,526.42 |
| 03/21/2022 | Water A/R | Water Sold | 251.39 | 62,777.81 |
| 03/21/2022 | Water A/R | Water Sold | 410.48 | 63,188.29 |
| 03/22/2022 | Water A/R | Water Sold | 130.78 | 63,319.07 |
| 03/22/2022 | Forestville Water District | Reimburse-overpayment of payroll | 333.16 | 63,652.23 |
| 03/22/2022 | Water A/R | Water Sold | 440.05 | 64,092.28 |
| 03/22/2022 | Water A/R | Water Sold | 8,356.37 | 72,448.65 |
| 03/22/2022 | Water A/R | Water Sold | 10,142.07 | 82,590.72 |
| 03/22/2022 | Water A/R | Water Sold | 10,206.94 | 92,797.66 |
| 03/23/2022 | Water A/R | Water Sold | 292.38 | 93,090.04 |
| 03/23/2022 | Water A/R | Water Sold | 6,274.30 | 99,364.34 |
| 03/24/2022 | Water A/R | Water Sold | 533.82 | 99,898.16 |
| 03/25/2022 | Water A/R | Water Sold | 923.62 | 100,821.78 |
| 03/28/2022 | Water A/R | Water Sold | 26.74 | 100,848.52 |
| 03/28/2022 | Water A/R | Water Sold | 11,158.68 | 112,007.20 |
| 03/29/2022 | Water A/R | Water Sold | 81.22 | 112,088.42 |
| 03/29/2022 | Water A/R | Water Sold | 81.22 | 112,169.64 |
| 03/29/2022 | Water A/R | Water Sold | 81.22 | 112,250.86 |
| 03/30/2022 | Water A/R | Water Sold | 185.13 | 112,435.99 |
| 03/31/2022 | Water A/R | Water Sold | 569.81 | 113,005.80 |
| 03/31/2022 | Water A/R | Water Sold | 595.53 | 113,601.33 |
| | Total Deposits and Credits | | 113,601.33 | 113,601.33 |
| | Total Cleared Transactions | | -25,567.88 | -25,567.88 |
| Cleared Balance | | | -25,567.88 | 566,255.75 |

Uncleared Transactions

Checks and Payments - 11 items

| | | | | |
|------------|---------------------------|----------------------|--|---------------------|
| 11/27/2019 | 14931 | Accu-Bore | -50.00 | -50.00 |
| 01/13/2022 | 15489 | F'ville Chamber | 2022 Annual Membership Dues | -75.00 -125.00 |
| 03/21/2022 | 15541 | Verizon Wireless | Cell Service (2/5/22-3/4) & new phones | -1,777.65 -1,902.65 |
| 03/21/2022 | 15536 | Humana Insurance Co. | April '22 Coverage | -1,495.51 -3,398.16 |
| 03/21/2022 | 15542 | NSCAPCD | Burn Permit Application #0638 | -75.00 -3,473.16 |
| 03/21/2022 | 15533 | Becoming Independent | Secured Document Shredding | -40.00 -3,513.16 |
| 03/30/2022 | E-pay | Umpqua Bank | | -5,252.08 -8,765.24 |
| 03/30/2022 | E-pay | CA EDD | | -1,072.45 -9,837.69 |
| 03/30/2022 | E-pay | EDD | | -13.88 -9,851.57 |
| 03/30/2022 | E-pay | Umpqua Bank | | -4.35 -9,855.92 |
| 03/31/2022 | ACH | PG&E | District Office | -304.18 -10,160.10 |
| | Total Checks and Payments | | -10,160.10 | -10,160.10 |

Deposits and Credits - 11 items

| | | | | |
|------------|-----------|--|--------|--------|
| 02/24/2022 | Water A/R | | 350.00 | 350.00 |
| 03/04/2022 | Water A/R | | 240.00 | 590.00 |

Forestville Water District Expense and Revenue Report

Water Operation Checking, Period Ending 03/31/22

| | | | |
|---------------------------------------|--|-------------------|-------------------|
| 03/10/2022 | Water A/R | 476.95 | 1,066.95 |
| 03/18/2022 | Water A/R | 562.44 | 1,629.39 |
| 03/22/2022 | Water A/R | 117.00 | 1,746.39 |
| 03/23/2022 | Water A/R | 200.00 | 1,946.39 |
| 03/28/2022 | Water A/R | 945.67 | 2,892.06 |
| 03/31/2022 | Water A/R | 1,013.48 | 3,905.54 |
| 03/31/2022 | Water A/R | 1,131.55 | 5,037.09 |
| 03/31/2022 | Water A/R | 1,605.92 | 6,643.01 |
| 03/31/2022 | Water A/R | 7,776.79 | 14,419.80 |
| | Total Deposits and Credits | 14,419.80 | 14,419.80 |
| | Total Uncleared Transactions | 4,259.70 | 4,259.70 |
| Register Balance as of 03/31/2022 | | -21,308.18 | 570,515.45 |
| New Transactions | | | |
| Checks and Payments - 10 items | | | |
| 04/01/2022 | 15547 Request IT | -14,500.86 | -14,500.86 |
| 04/01/2022 | ACH CalPERS Health Insurance April 2022 Health Insurance | -11,432.79 | -25,933.65 |
| 04/01/2022 | 15550 ACWA/JPIA 3rd Qtr '21-'22 Workers' Compensation Ins. | -3,338.56 | -29,272.21 |
| 04/01/2022 | 15546 N. Bay Home Theater Inc. | -2,519.58 | -31,791.79 |
| 04/01/2022 | 15549 CDTFA | -1,471.20 | -33,262.99 |
| 04/01/2022 | 15545 Airespring Internet Service (half March/all April) | -915.10 | -34,178.09 |
| 04/01/2022 | 15548 Streamline Website Mo. Charges | -200.00 | -34,378.09 |
| 04/01/2022 | 15551 ACWA/JPIA May '22 Vision | -161.10 | -34,539.19 |
| 04/04/2022 | 15553 Perry Law Legal Services for 3/2/22-3/17/22 | -870.00 | -35,409.19 |
| 04/04/2022 | 15552 Ideal Hardware March charges | -128.18 | -35,537.37 |
| | Total Checks and Payments | -35,537.37 | -35,537.37 |
| Deposits and Credits - 3 items | | | |
| 04/04/2022 | Water A/R | 371.12 | 371.12 |
| 04/04/2022 | Water A/R | 1,072.69 | 1,443.81 |
| 04/05/2022 | Water A/R | 356.51 | 1,800.32 |
| | Total Deposits and Credits | 1,800.32 | 1,800.32 |
| | Total New Transactions | -33,737.05 | -33,737.05 |
| Ending Balance | | -55,045.23 | 536,778.40 |

FORESTVILLE WATER DISTRICT
"WATER" OPERATIONS
SCHEDULE OF CASH & INVESTMENTS
MARCH 2022

| BROKERAGE ACCOUNT | DATE | Investments Total |
|-------------------|----------|----------------------|
| STEWARD PARTNERS | 4/6/2022 | \$655,908.02 |

| SONOMA COUNTY TREASURY INVESTMENT POOL | DATE | TOTAL |
|---|------------|--------------|
| | 12/31/2021 | \$745,115.54 |

COMBINED TOTAL OF INVESTMENTS **\$1,401,023.56**

| | | |
|---------------------|-----------|----------------------------|
| UMPQUA BANK: | | |
| OPERATIONS CHECKING | 3/31/2022 | <u>\$570,515.45</u> |

GRAND TOTAL **\$1,971,539.01**

BOARD CLERK SIGNATURE: x _____

DIRECTOR INITIALS:

x _____
x _____
x _____

Forestville Water District
"Water" Profit & Loss Budget vs. Actual
 July 2021 through March 2022

| Ordinary Income/Expense | Jul '21 - Mar 22 | Budget | \$ Over Budget | % of Budget |
|---|------------------|--------------|----------------|-------------|
| Income | | | | |
| 41000 · Water Sales | | | | |
| RECYCLED WATER ACCOUNTS | | | | |
| 41800 · Recycled Water | 21,097.48 | 36,983.27 | -15,885.79 | 57.05% |
| Total RECYCLED WATER ACCOUNTS | 21,097.48 | 36,983.27 | -15,885.79 | 57.05% |
| 41000R · Sales Allowance & Adjustment | -8,504.87 | | | |
| 41100 · Residential | 618,030.72 | | | |
| 41200 · Business | 17,101.82 | | | |
| 41700 · Other | 5,116.33 | | | |
| 41700.1 · Outside Sales | 54,067.22 | | | |
| 41000 · Water Sales - Other | 0.00 | 1,034,960.35 | -1,034,960.35 | 0.0% |
| Total 41000 · Water Sales | 706,908.70 | 1,071,943.62 | -365,034.92 | 65.95% |
| 42000 · Water Service | | | | |
| 42100 · Fire Protection | 1,272.00 | | | |
| 42302 · Meters | -973.00 | | | |
| Total 42000 · Water Service | 299.00 | | | |
| 49000 · Non-Operating | | | | |
| 49100 · Re-Connect Fees-Late Pay Chrgs | 1,800.00 | | | |
| 49200 · Interest | 1,047.66 | 18,180.00 | -17,132.34 | 5.76% |
| 49300 · Taxes & Assessments | 182,731.40 | 171,700.00 | 11,031.40 | 106.43% |
| 49521 · Home Owners Property Tax Relief | 992.06 | | | |
| 49650 · Connection Fees | 10,135.00 | | | |
| 49700 · Connection Fee Interest | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 49000 · Non-Operating | 196,706.12 | 189,880.00 | 6,826.12 | 103.6% |
| 49990 · Miscellaneous Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Income | 903,913.82 | 1,261,823.62 | -357,909.80 | 71.64% |
| Cost of Goods Sold | | | | |
| Purchased Water From SCWA | | | | |
| 51300 · Purchased Water | 167,013.29 | 388,674.01 | -221,660.72 | 42.97% |
| 51310 · Aquaduct Fund | 76,557.41 | | | |
| 51320 · Cotati Intertie | 2,368.00 | 4,111.88 | -1,743.88 | 57.59% |
| Total Purchased Water From SCWA | 245,938.70 | 392,785.89 | -146,847.19 | 62.61% |
| Total COGS | 245,938.70 | 392,785.89 | -146,847.19 | 62.61% |
| Gross Profit | 657,975.12 | 869,037.73 | -211,062.61 | 75.71% |
| Expense | | | | |
| Employee Benefits | | | | |
| 56350 · Unemployment Insurance | 1,580.83 | 2,379.30 | -798.47 | 66.44% |
| 56400 · Health & Dental Insurance | 102,646.19 | 122,625.62 | -19,979.43 | 83.71% |
| 56450 · Vision Care Insurance | 1,449.90 | 1,990.99 | -541.09 | 72.82% |
| 56500 · Social Security & Medicare | 34,414.98 | 42,597.71 | -8,182.73 | 80.79% |
| 56501 · PERS | 106,889.95 | 78,652.86 | 28,237.09 | 135.9% |
| 56505 · CalPERS for PEPRA employees | 15,513.16 | 0.00 | 15,513.16 | 100.0% |
| Total Employee Benefits | 262,495.01 | 248,246.48 | 14,248.53 | 105.74% |
| Operations & Maintenance | | | | |
| 54120 · Labor (RRU) | 0.00 | 0.00 | 0.00 | 0.0% |
| 54210 · Materials & Supplies | 7,236.88 | 12,989.19 | -5,752.31 | 55.72% |
| 54220 · Machine Hire | 82.99 | 30,600.00 | -30,517.01 | 0.27% |
| 54230 · Maintenance & Repair | 42,100.63 | 20,400.00 | 21,700.63 | 206.38% |

Forestville Water District
"Water" Profit & Loss Budget vs. Actual
 July 2021 through March 2022

| | Jul '21 - Mar 22 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|-------------------|---------------|
| 54235 · Garbage+Recycled Waste Service | 1,099.48 | 1,326.00 | -226.52 | 82.92% |
| 55200 · Uncollectible Accounts | 0.00 | 0.00 | 0.00 | 0.0% |
| 56210 · Office Supplies | 21,186.87 | 16,892.44 | 4,294.43 | 125.42% |
| 56211 · Bank Service Charges | 2,274.29 | 3,121.20 | -846.91 | 72.87% |
| 56212 · Uniforms | 1,309.69 | 2,000.00 | -690.31 | 65.49% |
| 56213 · Merchant Fees | 1,566.69 | 2,550.00 | -983.31 | 61.44% |
| 56220 · Utilities | 2,646.19 | 3,585.28 | -939.09 | 73.81% |
| 56221 · Sewer Direct Charges - Annual | 1,564.22 | 1,050.43 | 513.79 | 148.91% |
| 56230 · Phone-Transmit Wtr Tank Monitor | 0.00 | 1,082.43 | -1,082.43 | 0.0% |
| 56231 · Communications | 5,168.85 | 3,247.30 | 1,921.55 | 159.17% |
| 56232 · Translation Services | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 56233 · CUSI software annual fee | 8,862.00 | 9,159.00 | -297.00 | 96.76% |
| 56236 · Vehicle Fuel Expense (shared) | 7,323.04 | | | |
| 56239 · Training | 7,311.05 | 5,000.00 | 2,311.05 | 146.22% |
| 56240 · Other Administrative Expenses | 1,838.94 | 8,446.22 | -6,607.28 | 21.77% |
| 56241 · Other Admin Services (shared) | 2,957.84 | 5,000.00 | -2,042.16 | 59.16% |
| 56242 · Membership Dues (include LAFCO) | 17,513.72 | 16,785.00 | 728.72 | 104.34% |
| 56243 · Election | 0.00 | 4,000.00 | -4,000.00 | 0.0% |
| 56245 · Permit Fees | 3,003.66 | 2,300.00 | 703.66 | 130.59% |
| 56246 · Consulting-Office Tech/Support | 11,243.48 | | | |
| 56300 · Comp & Liability Insurance | | | | |
| 56301 · Liability & Property | 23,428.68 | 24,895.94 | -1,467.26 | 94.11% |
| 56302 · Workers Comp | 8,823.20 | 12,240.00 | -3,416.80 | 72.09% |
| Total 56300 · Comp & Liability Insurance | 32,251.88 | 37,135.94 | -4,884.06 | 86.85% |
| 56700 · Maintenance-General Plant | 0.00 | 10,000.00 | -10,000.00 | 0.0% |
| 56702 · Lab Testing- Water Analysis | 2,031.50 | 2,550.00 | -518.50 | 79.67% |
| 56800 · Audit | 4,975.00 | 4,975.00 | 0.00 | 100.0% |
| 56801 · Attorney-specific water issues | 2,121.97 | 6,000.00 | -3,878.03 | 35.37% |
| 56802 · Attorney | 6,279.68 | 6,000.00 | 279.68 | 104.66% |
| 56804 · Truck Expense | 8,393.02 | 10,000.00 | -1,606.98 | 83.93% |
| 56806 · Engineer-specific water issues | 4,041.25 | 15,000.00 | -10,958.75 | 26.94% |
| 56807 · Engineer | 4,000.00 | 6,000.00 | -2,000.00 | 66.67% |
| 56810 · Recycled Water Chrgs to FWD SSZ | 0.00 | 34,900.13 | -34,900.13 | 0.0% |
| Total Operations & Maintenance | 210,384.81 | 284,095.56 | -73,710.75 | 74.05% |
| Salaries & Wages | | | | |
| 54100 · Management (Salaries) | | | | |
| 54100.9 · General Manager Salary | 103,769.00 | | | |
| 54100 · Management (Salaries) - Other | 0.00 | 134,532.32 | -134,532.32 | 0.0% |
| Total 54100 · Management (Salaries) | 103,769.00 | 134,532.32 | -30,763.32 | 77.13% |
| 54104 · Administration PTO | | | | |
| 54104.1 · Vacation | 3,443.96 | | | |
| 54104.2 · Sick Pay | 2,339.77 | | | |
| 54104.3 · Comp Time | 884.50 | | | |
| Total 54104 · Administration PTO | 6,668.23 | | | |
| 54105 · Operations PTO | | | | |
| 54105.1 · Vacation - LPO | 2,620.20 | | | |
| 54105.2 · Sick Pay - LPO | 2,572.56 | | | |
| 54105.3 · Comp Time - LPO | 5,192.08 | | | |
| 54105.4 · Vacation - Operator | 3,555.00 | | | |

Forestville Water District
"Water" Profit & Loss Budget vs. Actual
 July 2021 through March 2022

| | Jul '21 - Mar 22 | Budget | \$ Over Budget | % of Budget |
|--|--------------------|---------------------|--------------------|-----------------|
| 54105.5 · Sick Pay - Operator | 2,433.27 | | | |
| 54105.6 · Comp Time - Operator | 12,316.58 | | | |
| Total 54105 · Operations PTO | 28,689.69 | | | |
| 54106 · Sewer Operator LPO | | | | |
| 54106.1 · Overtime-Sewer Op LPO Alarm Pay | 8,325.09 | 9,803.38 | -1,478.29 | 84.92% |
| 54106.2 · Standby/Holiday Pay-Sewer Op LP | 4,109.08 | 6,091.52 | -1,982.44 | 67.46% |
| 54106.3 · Holiday Pay Grade III | 3,334.80 | | | |
| 54106.4 · LPO- Bi Wk hourly | 61,609.92 | | | |
| 54106 · Sewer Operator LPO - Other | 0.00 | 98,504.29 | -98,504.29 | 0.0% |
| Total 54106 · Sewer Operator LPO | 77,378.89 | 114,399.19 | -37,020.30 | 67.64% |
| 54107 · Grade II Operator Salary | | | | |
| 54107.1 · Overtime-Grade II Operator | 2,792.48 | 8,418.66 | -5,626.18 | 33.17% |
| 54107.2 · Standby Pay- Grade II | 4,252.42 | 6,091.52 | -1,839.10 | 69.81% |
| 54107.3 · Holiday Pay-Grade II Operator | 3,546.00 | | | |
| 54107.4 · Grade II Operator- Bi Wk Hourly | 52,196.80 | | | |
| 54107 · Grade II Operator Salary - Other | -593.60 | 80,679.14 | -81,272.74 | -0.74% |
| Total 54107 · Grade II Operator Salary | 62,194.10 | 95,189.32 | -32,995.22 | 65.34% |
| 54108 · Part-Time Field Employees | 0.00 | 0.00 | 0.00 | 0.0% |
| 54109 · Grade II Operator - Salary (#2) | | | | |
| 54109.1 · Overtime - Grade II (#2) | 0.00 | 8,418.66 | -8,418.66 | 0.0% |
| 54109.2 · Standby - Grade II (#2) | 5,016.90 | 6,091.52 | -1,074.62 | 82.36% |
| 54109.3 · Holiday Pay - Grade II (#2) | 2,374.80 | | | |
| 54109.4 · Comp Time Paid Out (#2) | 1,860.26 | | | |
| 54109 · Grade II Operator - Salary (#2) - Other | 47,668.11 | 80,287.71 | -32,619.60 | 59.37% |
| Total 54109 · Grade II Operator - Salary (#2) | 56,920.07 | 94,797.89 | -37,877.82 | 60.04% |
| 54110 · Salaries - Office | | | | |
| 54110.5 · Temp. Office Assistant-Bi-Wk Ho | 725.00 | | | |
| 54110.6 · Cust Serv/Admin Asst | 88,454.72 | | | |
| 54110.7 · Holiday Pay-Cust Serv/Admin | 4,408.80 | | | |
| 54110 · Salaries - Office - Other | 0.00 | 119,538.89 | -119,538.89 | 0.0% |
| Total 54110 · Salaries - Office | 93,588.52 | 119,538.89 | -25,950.37 | 78.29% |
| 54999 · Merit Salary Increase | 0.00 | 4,829.03 | -4,829.03 | 0.0% |
| Total Salaries & Wages | 429,208.50 | 563,286.64 | -134,078.14 | 76.2% |
| 54118 · Employee Reimbursement | 439.39 | | | |
| Total Expense | 902,527.71 | 1,095,628.68 | -193,100.97 | 82.38% |
| Net Ordinary Income | -244,552.59 | -226,590.95 | -17,961.64 | 107.93% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| 56805 · Reimbursement from Sewer | 3,707.94 | 418,893.52 | -415,185.58 | 0.89% |
| Total Other Income | 3,707.94 | 418,893.52 | -415,185.58 | 0.89% |
| Net Other Income | 3,707.94 | 418,893.52 | -415,185.58 | 0.89% |
| Net Income | -240,844.65 | 192,302.57 | -433,147.22 | -125.24% |

Forestville Water District
Balance Sheet
As of March 31, 2022

| | Mar 31, 22 |
|---|---------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 13102 · Umpqua Bank Operation Checking | 570,515.45 |
| 13400 · Imprest Cash | 75.00 |
| Total Checking/Savings | 570,590.45 |
| Accounts Receivable | |
| 13710 · A/R - Utility Services | 24,455.07 |
| 13800 · Allowance for Uncollectibles | -2,071.29 |
| 13900 · Property Taxes | 57,338.08 |
| Total Accounts Receivable | 79,721.86 |
| Other Current Assets | |
| 13200.4 · So Co Investment Interest | 323,429.70 |
| 13705 · So Co Investment Pool | 417,741.50 |
| 13715 · Chase Bank Investments | 669,965.00 |
| 13999 · Due from Sewer - shared costs | 3,707.94 |
| 14300 · Inventory of Materials-Supplies | 8,243.10 |
| 14400 · Prepaid Insurance | 5,103.75 |
| Total Other Current Assets | 1,428,190.99 |
| Total Current Assets | 2,078,503.30 |
| Fixed Assets | |
| 11120 · Utility Plant Land | 46,880.00 |
| 11165 · Fiber Optic Project - Office | 8,977.13 |
| 11166 · Kyocera Copier - New 2022 | 8,674.58 |
| 11169 · Hydrant Repair - El Molino | 10,662.95 |
| 11170 · Utility Plant in Service | 1,945,064.58 |
| 11171 · A/D - Utility Plant in Service | -1,525,640.26 |
| 11172 · Hydrant Replacement Project | 20,132.87 |
| 11173 · Anderson Water Main Building | 59,391.38 |
| 11174 · GIS Mapping Platform-Water | 8,425.00 |
| 11176 · CUSI Billing System | 26,984.00 |
| 11177 · Hydraulic Modeling/50-90 Valve | 7,359.87 |
| 11178 · PRV Repair/Replacement | 286,628.77 |
| 11179 · Wohler Bridge Pipe Abandonment | 63,915.00 |
| 11180.1 · Office Equipment | 41,334.81 |
| 11180.2 · Tools & Equipment | 43,445.62 |
| 11180.3 · Transportation Equipment | 86,195.40 |
| 11180.4 · Utility Plant Building | 107,219.75 |
| 11181 · A/D - Office Equipment | -41,335.22 |
| 11182 · A/D - Tools & Equipment | -41,462.53 |
| 11183 · A/D - Transportation Equipment | -67,028.94 |
| 11184 · A/D - Utility Plant Building | -40,381.00 |
| Total Fixed Assets | 1,055,443.76 |
| TOTAL ASSETS | 3,133,947.06 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 22200 · Accounts Payable | 11,810.73 |
| Total Accounts Payable | 11,810.73 |
| Other Current Liabilities | |
| 22600 · Customer Deposits | 250.00 |
| 22900 · Payroll Liabilities | |
| 22901 · Social Security | -22.00 |
| 22902 · Medicare | -5.18 |
| 22903 · FIT | -44.00 |
| 22904 · SIT | 31.73 |

| | <u>Mar 31, 22</u> |
|---|-----------------------------------|
| 22905 · State Unemployment | -7.37 |
| 22906 · Employment Training Tax | -0.21 |
| 22908 · Disability Insurance - Employee | 3.82 |
| 22900 · Payroll Liabilities - Other | <u>2,166.78</u> |
| Total 22900 · Payroll Liabilities | 2,123.57 |
| 22910 · Accrued Vacation | 23,527.00 |
| 22912 · Employee Benefits Payable | -75.54 |
| 23500 · Due to "Sewer"-shared cost back | <u>32,874.65</u> |
| Total Other Current Liabilities | 58,699.68 |
| Total Current Liabilities | <u>70,510.41</u> |
| Long Term Liabilities | |
| 26000 · GASB 68 Pension Liability | |
| 26001 · Deferred Inflows - GASB 68 | 7,080.00 |
| 26002 · Deferred Outflows - GASB 68 | -250,184.00 |
| 26000 · GASB 68 Pension Liability - Other | <u>607,745.00</u> |
| Total 26000 · GASB 68 Pension Liability | <u>364,641.00</u> |
| Total Long Term Liabilities | <u>364,641.00</u> |
| Total Liabilities | 435,151.41 |
| Equity | |
| 11100 · Retained Earnings | 1,710,554.35 |
| 30000 · Opening Bal Equity | -212,551.99 |
| 30100 · Contributed Capital | 180,451.53 |
| 31000.1 · R/E - Unreserved | 191,750.41 |
| 31000.2 · Capital Outlay | 503,194.00 |
| 31000.3 · For Repair/Replace for Exist | 566,242.00 |
| Net Income | <u>-240,844.65</u> |
| Total Equity | <u>2,698,795.65</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>3,133,947.06</u></u> |

Sewer Service Zone
Expense and Revenue Report
Sewer Checking Accounts, Period Ending 03/31/22

Sewer "Operations" Checking

| Type | Date | Num | Name | Memo | Amount | Balance |
|---------------------------------------|------------|------|----------------------------|--------------------------------------|------------|-------------------|
| Beginning Balance | | | | | | 990,858.31 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 21 items | | | | | | |
| Maint/Repair | 02/16/2022 | 5631 | Borges & Mahoney Co. | CL2 Analyzer - parts | -1,700.17 | -1,700.17 |
| Maint/Repair | 02/18/2022 | 5643 | Aspect Engineering Group | Power Outage (1/8/22) New VFDs | -2,707.96 | -4,408.13 |
| Chemicals | 02/18/2022 | 5642 | Univar USA Inc. | chemicals (SOD Hypo 12.5%) | -2,047.59 | -6,455.72 |
| Legal | 02/18/2022 | 5641 | Perry Law | Legal Services 9/8/21-9/15/21 | -200.00 | -6,655.72 |
| Maint/Repair | 02/18/2022 | 5640 | Pace Supply | Recycle Water Repair | -60.52 | -6,716.24 |
| Mat/Supply | 02/24/2022 | 5644 | Alhambra Drinking Water | Rental & Water | -106.96 | -6,823.20 |
| Maint/Repair | 03/07/2022 | 5648 | Pace Supply | Sewer Repair | -1,432.27 | -8,255.47 |
| Various | 03/07/2022 | 5647 | Ideal Hardware, Inc. | Charges for Feb '22 | -249.58 | -8,505.05 |
| Maint/Repair | 03/07/2022 | 5645 | Aspect Engineering Group | Supported IT - new email | -172.50 | -8,677.55 |
| Maint/Repair | 03/07/2022 | 5646 | Canyon Rock Co., Inc. | Repair at Sewer Plant | -62.73 | -8,740.28 |
| Ops/Maint | 03/18/2022 | ACH | PG&E | Sewer plant | -8,456.10 | -17,196.38 |
| Maint/Repair | 03/21/2022 | 5654 | D. W. Enterprises | Recycle Main Repair (Plant-Kay Ln) | -9,338.00 | -26,534.38 |
| SCADA | 03/21/2022 | 5650 | Aspect Engineering Group | VFD swap for soft start | -6,552.10 | -33,086.48 |
| Lab | 03/21/2022 | 5652 | B & R Laboratories, Inc. | Lab testing - February 2022 | -1,844.00 | -34,930.48 |
| Telephone | 03/21/2022 | 5651 | AT&T | Mothly phone service | -737.32 | -35,667.80 |
| Various | 03/21/2022 | 5656 | Rodrick Wheeler | WW Grd 3 Training & weed spray | -679.49 | -36,347.29 |
| CC-Various | 03/21/2022 | 5658 | Umpqua Bank | Credit Card Statement - date 2/28/22 | -276.43 | -36,623.72 |
| Legal | 03/21/2022 | 5655 | Perry Law | Legal Services 2/1/22-2/15/22 | -175.00 | -36,798.72 |
| Maint/Repair | 03/21/2022 | 5653 | Canyon Rock Co., Inc. | Recycle Main Repair (Plant-Kay Ln) | -142.04 | -36,940.76 |
| Various | 03/22/2022 | 5659 | Brelje & Race | Various Sewer Projects | -7,162.85 | -44,103.61 |
| Utilities | 03/22/2022 | ACH | Forestville Water District | Jan/Feb '22 billing | -528.80 | -44,632.41 |
| Total Checks and Payments | | | | | -44,632.41 | -44,632.41 |
| Deposits and Credits - 1 item | | | | | | |
| | 03/28/2022 | 1366 | Torgerson, Tom | PSL Inspection review & Certificate | 75.00 | 75.00 |
| Total Deposits and Credits | | | | | 75.00 | 75.00 |
| Total Cleared Transactions | | | | | -44,557.41 | -44,557.41 |
| Cleared Balance | | | | | -44,557.41 | 946,300.90 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 2 items | | | | | | |
| | 03/21/2022 | 5657 | Tony Lopes | Sewer VFD | -44.89 | -44.89 |
| | 03/21/2022 | 5649 | Alhambra Drinking Water | Rental | -9.99 | -54.88 |
| Total Checks and Payments | | | | | -54.88 | -54.88 |
| Total Uncleared Transactions | | | | | -54.88 | -54.88 |
| Register Balance as of 03/31/2022 | | | | | -44,612.29 | 946,246.02 |

Sewer Service Zone
Expense and Revenue Report
Sewer Checking Accounts, Period Ending 03/31/22

New Transactions

Checks and Payments - 4 items

| | | | | | |
|-----------------------|------|------------------------------|------------------------------------|-------------------|-------------------|
| 04/01/2022 | 5662 | Telstar Instruments Inc. | Annual calibrations | -1,335.00 | -1,335.00 |
| 04/01/2022 | 5661 | Sequoia Properties | Reimburse-SSZ main 6537 Center St. | -545.00 | -1,880.00 |
| 04/01/2022 | 5660 | Leete Generators | VFD repair | -431.00 | -2,311.00 |
| 04/04/2022 | 5663 | Sustainable Tree Specialists | Sewer Plant | -1,900.00 | -4,211.00 |
| | | Total Checks and Payments | | -4,211.00 | -4,211.00 |
| | | Total New Transactions | | -4,211.00 | -4,211.00 |
| Ending Balance | | | | -48,823.29 | 942,035.02 |

Sewer "Connection" Checking

| Type | Date | Num | Name | Memo | Amount | Balance |
|-----------------------------------|------|-----|------|------|--------|-------------------|
| Beginning Balance | | | | | | 195,356.13 |
| Cleared Balance | | | | | | 195,356.13 |
| Register Balance as of 12/31/2021 | | | | | | 195,356.13 |
| Ending Balance | | | | | | 195,356.13 |

FORESTVILLE WATER DISTRICT
"SEWER SERVICE ZONE"
SCHEDULE OF CASH & INVESTMENTS
MARCH 2022

| BROKERAGE ACCOUNT | DATE | Investments Total |
|-------------------|----------|----------------------|
| STEWARD PARTNERS | 4/6/2022 | \$147,135.15 |

| SONOMA COUNTY TREASURY INVESTMENT POOL | DATE | TOTAL |
|---|------------|--------------|
| | 12/31/2021 | \$198,179.13 |

COMBINED TOTAL OF INVESTMENTS **\$345,314.28**

UMPQUA BANK:

| | | |
|-------------------------|-----------|----------------------------------|
| OPERATIONS CHECKING | 3/31/2022 | \$946,246.02 |
| CONNECTION FEE CHECKING | 3/31/2022 | \$195,356.13 (RESTRICTED) |

GRAND TOTAL **\$1,486,916.43**

BOARD CLERK SIGNATURE: x _____

DIRECTOR INITIALS:

x _____
x _____
x _____

Sewer Service Zone
Profit & Loss Budget vs. Actual
 July 2021 through March 2022

| | Jul '21 - Mar 22 | Budget | \$ Over Budget | % of Budget |
|--|---------------------|---------------------|-------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 41000 · SEWER INCOME | | | | |
| 41150 · MH Dir Chrgs-new prorated CY | 1,181.31 | | | |
| 41200 · Fstvl Dir Chrgs-frm Tax Roll CY | 647,942.04 | 656,505.72 | -8,563.68 | 98.7% |
| 41250 · MH Dir Chrgs-from Tax Roll CY | 366,081.48 | 375,571.69 | -9,490.21 | 97.47% |
| 41300 · El Molino HS Dir Chrgs-CY | 53,290.68 | 40,000.00 | 13,290.68 | 133.23% |
| 41350 · Fvl Elem School-Dir Chrgs CY | 35,243.72 | 26,372.04 | 8,871.68 | 133.64% |
| 41400 · SoCo Pub Wks-Dir Chrgs CY | 1,776.32 | 1,450.88 | 325.44 | 122.43% |
| 41450 · Steelhead Beach Direct Charges | 18,544.60 | 20,197.33 | -1,652.73 | 91.82% |
| 41452 · Fstvl Fire Protect-CY Dir Chgs | 7,794.50 | 5,147.39 | 2,647.11 | 151.43% |
| 41453 · Fstvl Water Dist-CY Dir Chrgs | 1,564.22 | 1,433.32 | 130.90 | 109.13% |
| 41460 · Miscellaneous Income | 375.00 | | | |
| 41465 · Recycled Water | 0.00 | 16,800.00 | -16,800.00 | 0.0% |
| 41470 · Reclaimed Water-Ag Users | 374.68 | 10,500.00 | -10,125.32 | 3.57% |
| Total 41000 · SEWER INCOME | 1,134,168.55 | 1,153,978.37 | -19,809.82 | 98.28% |
| Total Income | 1,134,168.55 | 1,153,978.37 | -19,809.82 | 98.28% |
| Gross Profit | 1,134,168.55 | 1,153,978.37 | -19,809.82 | 98.28% |
| Expense | | | | |
| Loans | | | | |
| 59100 · Interest paid on loans | | | | |
| 59014 · USDA Loan 92-14-Interest Expens | 71,537.50 | 71,537.50 | 0.00 | 100.0% |
| 59016 · USDA Loan 92-16-Interest Expens | 28,012.50 | 28,012.50 | 0.00 | 100.0% |
| 59017 · USDA Loan 92-17-Interest Expens | 6,908.88 | 6,908.88 | 0.00 | 100.0% |
| Total 59100 · Interest paid on loans | 106,458.88 | 106,458.88 | 0.00 | 100.0% |
| 59101 · Principal for Budgeting Purpose | | | | |
| 59114 · USDA Loan 92-14-Principal | 38,300.00 | 38,300.00 | 0.00 | 100.0% |
| 59116 · USDA Loan 92-16-Principal | 15,300.00 | 15,300.00 | 0.00 | 100.0% |
| 59117 · USDA Loan 92-17- Principal | 4,100.00 | 4,100.00 | 0.00 | 100.0% |
| Total 59101 · Principal for Budgeting Purpose | 57,700.00 | 57,700.00 | 0.00 | 100.0% |
| Total Loans | 164,158.88 | 164,158.88 | 0.00 | 100.0% |
| Operations & Maintenance | | | | |
| 54120 · Labor (RRU) | 0.00 | 0.00 | 0.00 | 0.0% |
| 54121 · Contract Services - WaterTalent | 0.00 | 0.00 | 0.00 | 0.0% |
| 54130 · CRWA Contract Services | 0.00 | 0.00 | 0.00 | 0.0% |
| 54150 · Plant Operations - SCWA | 0.00 | 1,126.16 | -1,126.16 | 0.0% |
| 54210 · Materials & Supplies | 2,292.21 | 14,071.62 | -11,779.41 | 16.29% |
| 54220 · Machine Hire | 2,518.75 | 22,000.00 | -19,481.25 | 11.45% |
| 54230 · Maint/Repair System | 37,836.60 | 70,000.00 | -32,163.40 | 54.05% |
| 54240 · Collection Systems Maintenance | 3,865.13 | 11,261.62 | -7,396.49 | 34.32% |
| 56210 · Office supplies, postage, etc. | 122.60 | 1,218.99 | -1,096.39 | 10.06% |
| 56211 · Office Supplies (shared) | 0.00 | 4,898.81 | -4,898.81 | 0.0% |
| 56212 · Uniforms | 0.00 | 0.00 | 0.00 | 0.0% |
| 56220 · PG&E Plant Usage | 74,592.42 | 110,408.08 | -35,815.66 | 67.56% |
| 56221 · P.G. & E. - (shared) | 0.00 | 1,039.73 | -1,039.73 | 0.0% |
| 56225 · Utilities-Forestville Water | 2,218.62 | 1,218.99 | 999.63 | 182.01% |

Sewer Service Zone
Profit & Loss Budget vs. Actual
 July 2021 through March 2022

| | Jul '21 - Mar 22 | Budget | \$ Over Budget | % of Budget |
|--|-------------------|-------------------|--------------------|---------------|
| 56230 · Telephone- plant useage | 6,328.50 | 3,047.49 | 3,281.01 | 207.66% |
| 56231 · Telephone- (shared) | 0.00 | 941.72 | -941.72 | 0.0% |
| 56232 · Translation Services | 0.00 | 0.00 | 0.00 | 0.0% |
| 56235 · Memberships & LAFCO charges | 1,946.00 | 4,870.94 | -2,924.94 | 39.95% |
| 56236 · Vehicle Fuel Expense | 1,614.40 | | | |
| 56239 · Training | 760.00 | | | |
| 56240 · Other Admin costs (sewer only) | 9,709.96 | 7,883.14 | 1,826.82 | 123.17% |
| 56241 · Other Admin Services (shared) | 253.30 | 2,449.40 | -2,196.10 | 10.34% |
| 56245 · Permit Fees | 7,195.00 | 8,659.46 | -1,464.46 | 83.09% |
| 56246 · Consulting-Sewer Tech/Support | 0.00 | 609.50 | -609.50 | 0.0% |
| 56301 · Insurance- Liabil/Prop (shared) | 0.00 | 7,219.82 | -7,219.82 | 0.0% |
| 56302 · Insurance-Workers' Comp(shared) | 0.00 | 3,549.60 | -3,549.60 | 0.0% |
| 56700 · Maintenance=General Sewer Plant | 0.00 | 975.20 | -975.20 | 0.0% |
| 56701 · Chemicals | 21,810.17 | 60,000.00 | -38,189.83 | 36.35% |
| 56702 · Lab/sample testing-Wastewater | 23,766.87 | 50,000.00 | -26,233.13 | 47.53% |
| 56800 · Audit | 4,975.00 | 4,975.00 | 0.00 | 100.0% |
| 56801 · Attorney Services | 1,450.00 | 3,000.00 | -1,550.00 | 48.33% |
| 56802 · Attorney Services- (shared) | 0.00 | 1,740.00 | -1,740.00 | 0.0% |
| 56804 · Truck O & M - (shared) | 0.00 | 2,900.00 | -2,900.00 | 0.0% |
| 56805 · Reimburse "Water"- shared costs | 0.00 | 418,893.52 | -418,893.52 | 0.0% |
| 56806 · Engineering Services | 9,488.75 | 20,000.00 | -10,511.25 | 47.44% |
| 56807 · Engineering Services- (shared) | 0.00 | 1,740.00 | -1,740.00 | 0.0% |
| 56808 · Eng. Services-Biosolids Removal | 0.00 | 0.00 | 0.00 | 0.0% |
| 56870 · Miscellaneous Special Projects | 0.00 | 0.00 | 0.00 | 0.0% |
| 56875 · Report of Waste Discharge | 0.00 | 0.00 | 0.00 | 0.0% |
| 56880 · Current Yr reserved future fund | 0.00 | 0.00 | 0.00 | 0.0% |
| 57105 · Reserves for Depreciation | 0.00 | 0.00 | 0.00 | 0.0% |
| 57110 · Reserves for Contingencies | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Operations & Maintenance | 212,744.28 | 840,698.79 | -627,954.51 | 25.31% |
| PAYROLL and BENEFITS | | | | |
| Employee Benefits | | | | |
| 56350 · Unemployment - (shared) | 0.00 | 689.99 | -689.99 | 0.0% |
| 56400 · Health/Dental - (shared) | 0.00 | 35,561.43 | -35,561.43 | 0.0% |
| 56450 · Vision Care Insurance-(shared) | 0.00 | 577.39 | -577.39 | 0.0% |
| 56500 · Social Security - (shared) | 0.00 | 12,353.34 | -12,353.34 | 0.0% |
| 56501 · CalPERS - (shared) | 0.00 | 22,809.33 | -22,809.33 | 0.0% |
| Total Employee Benefits | 0.00 | 71,991.48 | -71,991.48 | 0.0% |
| Salaries & Wages | | | | |
| 54100 · Mgmt General Manager (shared) | 0.00 | 67,266.16 | -67,266.16 | 0.0% |
| 54106 · Sewer Operator LPO | | | | |
| 54106.1 · Overtime-Sewer Op LPO Alarm Pay | 0.00 | 9,803.38 | -9,803.38 | 0.0% |
| 54106.2 · Standby/Holiday -Sewer Op LPO | 0.00 | 6,091.52 | -6,091.52 | 0.0% |
| 54106 · Sewer Operator LPO - Other | 0.00 | 98,504.29 | -98,504.29 | 0.0% |
| Total 54106 · Sewer Operator LPO | 0.00 | 114,399.19 | -114,399.19 | 0.0% |
| 54107 · FT Grade II Operator - (shared) | | | | |
| 54107.1 · Overtime-Grade II (shared) | 0.00 | 2,441.41 | -2,441.41 | 0.0% |
| 54107.2 · Standby Time- Grade II (shared) | 0.00 | 1,766.54 | -1,766.54 | 0.0% |

Sewer Service Zone
Profit & Loss Budget vs. Actual
July 2021 through March 2022

| | Jul '21 - Mar 22 | Budget | \$ Over Budget | % of Budget |
|--|-------------------------|---------------------|-----------------------|--------------------|
| 54107 · FT Grade II Operator - (shared) - Other | 296.80 | 23,396.95 | -23,100.15 | 1.27% |
| Total 54107 · FT Grade II Operator - (shared) | 296.80 | 27,604.90 | -27,308.10 | 1.08% |
| 54108 · P-T Field Employees (shared) | 0.00 | 0.00 | 0.00 | 0.0% |
| 54109 · Grade II Operator - Salary (#2) | | | | |
| 54109.1 · Overtime - Grade II (#2) | 0.00 | 2,441.41 | -2,441.41 | 0.0% |
| 54109.2 · Standby - Grade II (#2) | 0.00 | 1,766.54 | -1,766.54 | 0.0% |
| 54109 · Grade II Operator - Salary (#2) - Other | 417.06 | 23,284.44 | -22,867.38 | 1.79% |
| Total 54109 · Grade II Operator - Salary (#2) | 417.06 | 27,492.39 | -27,075.33 | 1.52% |
| 54110 · Office Salary - (shared) | 0.00 | 34,666.28 | -34,666.28 | 0.0% |
| Total Salaries & Wages | 713.86 | 271,428.92 | -270,715.06 | 0.26% |
| Total PAYROLL and BENEFITS | 713.86 | 343,420.40 | -342,706.54 | 0.21% |
| Total Expense | 377,617.02 | 1,348,278.07 | -970,661.05 | 28.01% |
| Net Ordinary Income | 756,551.53 | -194,299.70 | 950,851.23 | -389.37% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| 49200 · Interest Income | 317.95 | 2,000.00 | -1,682.05 | 15.9% |
| Total Other Income | 317.95 | 2,000.00 | -1,682.05 | 15.9% |
| Net Other Income | 317.95 | 2,000.00 | -1,682.05 | 15.9% |
| Net Income | 756,869.48 | -192,299.70 | 949,169.18 | -393.59% |

Sewer Service Zone
Balance Sheet
As of March 31, 2022

| | Mar 31, 22 |
|---|---------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 13101 · Umpqua Sewer Operation Checking | 946,246.02 |
| 13301 · Umpqua Connection Fee Account | 195,356.13 |
| Total Checking/Savings | 1,141,602.15 |
| Accounts Receivable | |
| 13710 · Accounts Receivable | 535,367.68 |
| Total Accounts Receivable | 535,367.68 |
| Other Current Assets | |
| 13200 · SoCo Investment Interest | 47,363.64 |
| 13705 · SoCo Investment Pool | 150,000.00 |
| 13721 · Chase Bank Investments | 144,510.00 |
| 16000 · Connection Fee Receivable | -7,074.00 |
| 16001 · Allowance- Conn.Fee Receivable | 7,074.00 |
| Total Other Current Assets | 341,873.64 |
| Total Current Assets | 2,018,843.47 |
| Fixed Assets | |
| 11120 · Land | 5,900.00 |
| 11170 · System Improvements | 162,921.42 |
| 11171 · FWD Recycled Water Fill Station | 15,565.93 |
| 11172 · Lift Station VFD Upgrade | 5,400.20 |
| 11180 · Office Equipment-Capital Outlay | 2,135.51 |
| 11181 · Plant Equipment | |
| 11183.1 · Hypochlorite Project | 23,350.12 |
| 11181 · Plant Equipment - Other | 2,456.34 |
| Total 11181 · Plant Equipment | 25,806.46 |
| 11182 · Buildings & Improvements | 8,930,068.12 |
| 11184 · A/D - Office Equipment | -289,587.00 |
| 11185 · A/D- Buildings & Improvements | -5,159,885.60 |
| 11186 · RCAC Grant | 227,608.52 |
| 11187 · ProDSS Handheld Analyzer | 7,689.75 |
| 11188 · SCADA System | 447,129.60 |
| 11189 · Groundwater Monitoring WW Plan | 24,425.18 |
| Total Fixed Assets | 4,405,178.09 |
| Other Assets | |
| 13720 · Multiple Unit Note Receivables | |
| 13720.2 · Note Receivable - Coffey | 9,805.48 |
| Total 13720 · Multiple Unit Note Receivables | 9,805.48 |
| Total Other Assets | 9,805.48 |
| TOTAL ASSETS | 6,433,827.04 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 22200 · Accounts Payable | -4,329.52 |
| Total Accounts Payable | -4,329.52 |
| Other Current Liabilities | |
| 22000 · Due to "Water" for shared costs | 3,707.94 |
| 23000 · Interest Payable | 44,956.02 |
| 24000 · Due to other governments | 51,900.00 |
| Total Other Current Liabilities | 100,563.96 |

| | Mar 31, 22 |
|---------------------------------------|---------------------|
| Total Current Liabilities | 96,234.44 |
| Long Term Liabilities | |
| 25014 · USDA Loan #92-01 | 1,377,200.00 |
| 25016 · USDA Loan #92-03 | 538,900.00 |
| 25017 · USDA Loan #92-04 | 139,600.00 |
| Total Long Term Liabilities | 2,055,700.00 |
| Total Liabilities | 2,151,934.44 |
| Equity | |
| 30000 · Opening Bal Equity | 3,842,914.15 |
| 30100 · Contributed Capital | 260,129.97 |
| 39000 · Retained Earnings | -635,721.00 |
| Net Income | 814,569.48 |
| Total Equity | 4,281,892.60 |
| TOTAL LIABILITIES & EQUITY | 6,433,827.04 |



cc: Apr. 12, 2022
Board Packet
Consent Item #3

**Minutes of:
Regular Public Meeting
Of the
Forestville Water District Board of Directors**

Date: **Tuesday, March 8, 2022** Time: **5:30 PM**
Location: **Videoconference via Zoom**

I. CALL TO ORDER at 5:33 p.m. by Chair McDermott

II. ROLL CALL

DIRECTORS PRESENT: Directors – Aldridge, Griffith, McDermott, and Monroe

OTHERS PRESENT: GM- Tony Lopes, FWD Legal Counsel - Martin Hirsch, and Interim Board Clerk - Dawn Leith.

III. APPROVAL OF AGENDA

- **MOTION** made by Director Aldridge, seconded by Director Griffith, and passed 4-0-1 to approve the agenda as presented.

IV. STATEMENT OF ABSTENTION

- McDermott – ASR I

V. PUBLIC COMMENT (Public testimony is limited to three minutes)

VI. CONSENT ITEMS

- **MOTION** made by Director Aldridge, seconded by Director Monroe, and passed 4-0-1 to approve Resolution 413(e) for the April 2022 board meeting to be held as video conference under AB 361.
- **MOTION** made by Director Monroe, seconded by Director Aldridge, and passed 4-0-1 to approve the Financial Reports for February 2022.
- **MOTION** made by Director Monroe, seconded by Director Griffith, and passed 4-0-1 to approve minutes as presented for the February 15, 2022, Regular Board Meeting.

VII. PUBLIC HEARING (No public hearing tonight)

VIII. ACTION ITEMS

- FISCAL RESOLUTION # 415 – MOVING ELECTIONS TO EVEN YEARS**
 - **MOTION** made by Director Aldridge, seconded by Director Monroe, and passed 4-0-1 to approve Resolution #415.
- ASR AND MINUTES FORMATTING**
 - Board Clerk to provide examples of the different formats for Minutes and ASR at April meeting.
- 2018 SEWER IMPROVEMENT PROJECT**
 - GM and FWD Engineer provided status on work schedule. No action taken by the Board.
- TIME SCHEDULE ORDER (TSO) AND GRANT APPLICATION FOR SEWER TREATMENT PLANT**
 - No new updates or action taken by the Board.
- PRV REPLACEMENT OPTIONS**
 - GM and FWD Engineer provided status on work progress. No action taken by the Board.
- LIFT STATION VFD ELECTRICAL UPGRADE**
 - GM and provided status on issues and work schedule. No action taken by the Board.
- DIRECTOR'S TRAINING**
 - Director Griffith to complete Ethics Training by May 2022.
 - Directors confirmed receipt of CSDA's emails for the webinars on Brown Act and Public Records Act.
- MIRABEL LIFT STATION ACCESS AND LAND RIGHTS**
 - Board instructed FWD staff to remove from the agenda until there is something to report.
- GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK**
 - FWD Engineer provided status on the progress of the well drilling. No action taken by the Board.
- DISTRICT GOAL UPDATES**

- Board Clerk provided status on the variety of projects FWD staff is working on. No action taken by the Board.
- K. NEW WATER RATE STRUCTURE
 - The sub-committee will meet the 2nd week of April. No action taken by the Board.
- L. WATER CONSERVATION
 - GM Lopes provided current usage and informed the Board of Sonoma Water Town Hall. No action taken by the Board.
- M. FISCAL YEAR 2022-2023 PRELIMINARY BUDGET
 - **MOTION** made by Director Aldridge, seconded by Director Monroe, and passed 4-0-1 to approve the Fiscal Year 2022-2023 Preliminary Budget as presented with no rate increases for Water or Sewer rates.
- N. ACCESSORY DWELLING UNIT POLICY
 - Legal will research further and report to the Board at the April meeting. No action taken by the Board.
- O. SERVICE AGREEMENT
 - FWD Staff to submit a draft of the revised service agreement to FWD Legal Counsel for review. No actions taken by the Board.
- P. CORRESPONDENCE
 - There was no correspondence for the March 8, 2022, board packet.
- IX. DISTRICT ENGINEER MONTHLY REPORT**
 - FWD Engineer not present. Provided current updates for “Water” and “Wastewater” via email which were added to correlating ASR.
- X. GENERAL MANAGER MONTHLY REPORT**
 - GM Lopes provided current updates for “Water” and “Wastewater” operations and projects.
- XI. GRATON/FWD SUB-COMMITTEE REPORT**
 - Nothing to report currently.
- XII. DIRECTORS’ REPORT AND CALL FOR FUTURE AGENDA ITEMS**
 - No requests for future agendas.
- XIII. ADJOURNMENT**
 - **MOTION** made by Director Monroe, seconded by Director Aldridge, and passed 4-0-1 to adjourn at 7:41p.m.

APPROVED: April 12, 2022

Submitted by: _____
Dawn Leith, Interim Board Clerk

BY FWD BOARD OF DIRECTORS:

X_____X_____X_____

Agenda Item:

AGENDA SUMMARY REPORT AND MINUTES FORMATTING

Summary:

April 12, 2022:

The Board Clerk will review with the Board the different styles for the Agenda Summary Report (ASR) and Minutes formatting.

Format examples included:

- Minutes - Verbatim, Summary (paraphrase) & Action (reference Mar '22 minutes in Consent Items)
- Agenda - Individual ASR (currently using) & ASR Agenda

HISTORICAL:

March 8, 2022:

The Board will review current formats and discuss possibly updating & establishing "standards" that will keep us transparent and not expose us to any liable cases with retention & any Public Record Act (PRA) requests.

Potential Board Actions:

The Board may either:

1. Approve one format style for Minutes and/or ASR presented tonight.
2. Approve with changes
3. Direct Staff with further instructions

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

MINUTES
BOARD MEMBER STUDY SESSION
PUBLIC WELCOME
Forestville Water District

cc: Apr. 12, 2022
Board Packet
ASR "A"
EXAMPLE
Verbatim Minutes

Date: **Tuesday, DECEMBER 13, 2016**
Location: District Office - 6530 Mirabel Road, Forestville, California

Time: **5:00 PM**

AGENDA - NO STUDY SESSION TONIGHT

- I. ROLL CALL
 - II. **NO STUDY SESSION TONIGHT** for Forestville Water District Board Members. No formal action will be taken.
 - No Study Session will be held tonight:
 - III. PUBLIC COMMENT
 - IIII. **NO ADJOURNMENT** needed as NO STUDY SESSION HELD TONIGHT
-

MINUTES
Regular Public Meeting
Of the
Board of Directors of the
Forestville Water District

Date: **Tuesday, DECEMBER 13, 2016**
Location: District Office - 6530 Mirabel Road, Forestville, California

Time: **5:30 PM**

AGENDA

- I. CALLED TO ORDER: 5:30 p.m. by Chair Bandettini
- II. **ROLL CALL:** Directors Bandettini, Benyo and Reha were present. Directors Hasin and Harris was absent
OTHERS PRESENT: G.M. Froneberger, Judy Evans, Malcolm Manwell, Ken Smith & Lee Dido – Action Item “C”, Hal Wood – Action Item “F”, , David Long and David Clemmer – Item XI – Sub-Committee.
- III. **APPROVAL OF AGENDA:** No changes were needed to the Agenda. **MOTION** was made by Director Reha, seconded by Director Benyo and passed 3-0-2 (Directors Harris and Hasin - absent) to approve the AGENDA as presented tonight.
- IV. **STATEMENTS OF ABSTENTION:** Director Bandettini will abstain from participating in Action Item “D”: involves his neighbor.
- V. **PUBLIC COMMENT:** None
- VI. **CONSENT ITEMS:** **MOTION** was made by Director Benyo, seconded by Director Reha and passed 3-0-2 (Directors Harris & Hasin – absent) to approve the Consent Items as presented.
 - A. Payment of Bills from November 2016
 - B. Financial (Investments) & Administrative Report
 - C. Approval of Minutes
 1. Minutes of November 8, 2016 Regular Board Meeting
- VII. **ACTION ITEMS:**
 - A. **NOTICE OF FWD BOARD VACANCY – LETTER OF RESIGNATION RECEIVED FROM DIRECTOR GARY HARRIS EFFECTIVE 12-13-2016**
-- See ASR VIII-“A”
 - **MOTION** was made by Director Benyo, seconded by Director Reha and passed 3-0-2 (Directors Harris & Hasin – absent) to approve the following Items #1 thru 9 per ASR-“A”:
 - 1.) **December 13, 2016:** **FWD Board accepted (reluctantly)** the resignation of Director Harris for acceptance.
 - 2.) **December 14, 2016:** **FWD Board directed FWD Staff** to post notices (in five public places throughout Forestville) announcing the vacancy on the FWD Board and to solicit “applications” / “letters of interest” from local residents for filling FWD Board vacancy.
 - 3.) **December 13, 2016:** **FWD Board approved Friday, February 3, 2017** as the **deadline** for receiving “applications” / “letters of interest” to fill FWD Board vacancy.
 - 4.) **December 13, 2016:** **FWD Board approved Wednesday, February 8, 2017** as the date for conducting Interviews of interested candidates.
 - 5.) **November 8, 2016:** **FWD Board appointed Directors Benyo & Reha as the Interview Panel** for candidates.
 - 6.) **February 8, 2017:** **Interview Panel** to conduct interviews of interested candidates for filling FWD Board vacancy
 - 7.) **February 14, 2017:** **FWD Board Meeting - Board will need** (a.) to select and approve one candidate, (b.) to approve their appointment to FWD Board of Directors, and (3.) to conduct swearing in of new Board Member.
 - 8.) **February 14, 2017:** **DEADLINE to appoint** a new Board Member to fill the vacancy left by the resignation of Director Harris on December 13, 2016 (*FWD has sixty (60) days from date of resignation to appoint)

- 9.) **IF NOT COMPLETED BY FEBRUARY 14, 2017 DEADLINE:** If FWD Board does not fill the vacancy by the 60-day appointment deadline (February 14, 2017), according to Government Code #1780 – **FWD Board would need to approve** filling the current vacancy by the Sonoma County Board of Supervisors.
- The Board of Supervisors will then make the selection and appointment for FWD as soon as possible thereafter. Any interested candidates living within the FWD District boundaries would need to contact Supervisor Lynda Hopkins' office to apply for the vacancy on FWD Board.

B. ORDINANCE #58: FWD BOARD RATIFICATION OF A ONE-TIME WATER LEAK ADJUSTMENT FOR FWD WATER CUSTOMERS

-- See ASR VIII-"B"

- **UPDATE ONLY:** Ordinance #58 was published in the Sonoma West Times & News on Thursday, November 17, 2016 to ratify its adoption - effective immediately.

C. FORESTVILLE PLANNING ASSOCIATION (FPA) REQUEST FOR WAIVER OF FWD WATER AND SEWER CONNECTION FEES (\$17,567.61) FOR FORESTVILLE OPEN SPACE – DOWNTOWN PARK

-- See ASR VIII-"C"

- **UPDATE ONLY:** David Long presented a map for sending to Ken Tam for obtaining approval from County of Sonoma for a potential Easement in exchange for FWD waiving the Water & Sewer connections. Map proposes a twenty (20) foot wide Easement keeping out of the road right-of-way.
- **FWD Legal Counsel** provided FWD with an Easement document that can be used to draft an Easement for this purpose by incorporating the Legal Description for the Easement plus attaching a map – all to be recorded with Sonoma County.
- **Lee Dido with FPA** took the DRAFT map from tonight to discuss with the FPA group because they have been working on a master plan for moving forward.
- **Lee Dido with FPA** will get the following for FWD: **(#1.)** a copy of the Title Report that includes the legal ownership for the property; **(#2.)** A diagram/map of the property; and **(#3.)** the Open Space & Trail Authority from Ken Tam.

MINUTES
BOARD MEMBER STUDY SESSION
PUBLIC WELCOME
Forestville Water District

Date: **Tuesday, November 5, 2019**
Location: District Office - 6530 Mirabel Road, Forestville, California

Time: **5:00 P.M.**

AGENDA – NO STUDY SESSION TONIGHT

- I. ROLL CALL
- II. **NO STUDY SESSION TONIGHT** for Forestville Water District Board Members. No formal action was taken.
- III. PUBLIC COMMENT
- IIII. ADJOURNMENT and reconvene into Regular Public Meeting as follows:

MINUTES
Regular Public Meeting
Of the
Board of Directors of the
Forestville Water District

Date: **Tuesday, November 5, 2019**
Location: District Office - 6530 Mirabel Road, Forestville, California

Time: **5:30 P.M.**

AGENDA

- I. **CALL TO ORDER:** @ 5:30 p.m. by Chair Bandettini
- II. **ROLL CALL:** Chair Bandettini, Vice Chair Benyo, Directors Reha, McDermott and Morgan were present.
OTHERS PRESENT: G.M. Lopes, Board Secretary Gwen Taylor, FWD Legal-Martin Hirsch/Perry Law Offices, David Long from Brelje & Race, Diane Hughes, Heather Aldridge, Evelyn Krahn.
- III. **APPROVAL OF AGENDA: MOTION** was made by Director McDermott, seconded by Director Benyo and passed 5-0-0 to approve the Agenda as presented.
- IV. **STATEMENTS OF ABSTENTION:** None
- V. **PUBLIC COMMENT:** None
- VI. **CONSENT ITEMS: MOTION** was made by Director Reha, seconded by Director McDermott and passed 5-0-0 to approve the Consent Items as presented.
 1. Payment of Bills from October 2019
 2. Financial (Investments) and Administrative Report
 3. Approval of Minutes from October 8, 2019 Regular Board Meeting
- VII. **PUBLIC HEARING:** No public hearing
- VIII. **ACTION ITEMS:**
 - A. **DISCUSS RECYCLED WATER USAGE**
 - No new updates.
 - B. **TIME SCHEDULE ORDER AND GRANT APPLICATION FOR SEWER TREATMENT PLANT**
 - The complete application is in for consideration for funding next year.
 - C. **GRANT APPLICATION FOR 2018 SEWER IMPROVEMENT PROJECT**
 - Per FWD Engineer Long, he is waiting for the credit analyst to resolve the parity issue.
 - There is a possibility the grant portion can be increased to greater than 75%.
 - FWD Legal Hirsch is in communication with Ellen Brooks, who is working with the credit analyst.
 - D. **DISCUSSION REGARDING INVOICE FROM BRELJE & RACE**
 - Included in the board packet: a copy of the invoice in question and a timeline of work completed by Brelje & Race.
 - FWD Engineer Long thinks in a mutually beneficial scenario that costs may be shared.
 - Director McDermott stated in the future, FWD may need a signed contract in this type of scenario.
 - Staff directed to track costs for this project.
 - E. **FWD ACCOUNTING PRACTICES; OPTIONS FOR POTENTIAL UPGRADES – OR - CHANGES**
 - FWD Staff is continuing to research new billing software.
 - A matrix will be included in the December 10, 2019 board packet for updates and review.
 - F. **FWD HOLIDAY PARTY**
 - The FWD Holiday Party will take place from 4pm to 6pm on Thursday, December 12, 2019.
 - G. **FEMA (CAL OES) REIMBURSEMENT FROM LATE FEBRUARY 2019 FOR FWD FLOOD RELATED EXPENSES**
 - GM Lopes received an email from the FWD handler and will set up the final closing statement.

AGENDA

A. CALL TO ORDER, ROLL CALL OF THE BOARD MEMBERS and SALUTE TO THE FLAG

B. APPROVAL OF THE AGENDA

C. PUBLIC COMMENT – Please review the “Public Comment Procedures” attached to this agenda.

D. CONSENT CALENDAR / Board Chair

These items are expected to be routine business, not normally requiring much discussion.

1. Approval of the minutes of the regular meeting on February 10, 2022.
2. Review Monthly System Report for February (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).

Recommended Motion/Action: Approve the consent calendar as presented.

E. PRESENTATION - TOM GOULD, HDR, INC.

1. Technical Memo, dated February 23, 2022 – Review of the Policy, Financial and Rate Impacts to the District of the Caldor Fire.
 - a. Review summary from the Budget & Finance Committee meeting, which was held on March 4, 2022 to discuss draft Technical Memorandum from HDR, Inc./ Lauther, Directors Davidson & Hannblom and Treasurer Jobe (discussion)

F. CALDOR FIRE RECOVERY

1. Review the most recent Caldor Fire Status Report / Lauther (discussion)
2. Update on USDA-RD grant application for funding to remove hazard trees along Eagle Ditch, environmental work required for the grant and outreach to private property owners along the ditch / Lauther (discussion/action)
3. Present updated Financial reports, discuss any emergency actions performed in accordance with Resolution 2021-01, and approve associated expenses / Lauther (discussion/action)

Recommended Motion/Action: Approve Financial Reports and emergency actions which were performed in accordance with Resolution 2021-01, as presented.

4. Discuss Resolution 2021–01, Resolution of GFCSD, Declaring an emergency for the Caldor Fire, adopted on August 27, 2021, and confirm an emergency still exists in the District as described in the resolution / Lauther (discussion/action)

Recommended Motion/Action: Take action to confirm an emergency still exists and all terms of Resolution 2021-01 remain in place until reassessed at the next regular Board meeting in April.

G. OFFICE & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. **ADOPT RESOLUTION 2022-03** (if the Board sees the need to continue to hold remote meetings) - Adopt Resolution 2022-03, Proclaiming a Local Emergency Persists, Re-Ratifying the Proclamation of a State of Emergency for the Caldor Fire by Governor Gavin Newsom on September 1, 2021, and Re-authorizing Remote Teleconference Meetings of the Legislative Bodies of Grizzly Flats Community Services District for the Period of March 20, 2022, to April 19, 2022 CONSISTENT WITH THE TERMS OF CA GOVT § 54953, SUBDIVISION (E), PARAGRAPH (1), SUBPARAGRAPH (B) / Gustafson (discussion/action)

Recommended Motion/Action: Adopt Resolution 2022-03 as presented.

-
- *In compliance with the Americans with Disabilities Act, contact Kim Gustafson at gfwater@sbcglobal.net or (530) 622-9626 if you need special assistance to participate in this meeting. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11).*
 - ***Our next regular Board meeting will be held via teleconference on Thursday, April 14, 2022, at 9:00 AM.***
This institution is an equal opportunity provider and employer.

H. COMMITTEE MEETINGS

1. Report from the Water Operations Committee that met on March 9, 2022 / Lauther, Directors Davidson and Malonson (discussion)

I. ANNOUNCEMENTS / DIRECTORS COMMENTS

1. Reminder about Special District Risk Management Authority's (SDRMA's) Spring Education Day, which is scheduled to take place in Sacramento on March 22, 2022 / Gustafson (discussion)

J. ADJOURN

PUBLIC COMMENT PROCEDURES

Welcome to the Grizzly Flats Community Services District Board Meeting

The following information will assist you in participating in the meeting if you wish to address the Board of Directors during a meeting.

Public Comment (Agenda Item C): Items not on the agenda

This is an opportunity to express your views on any topic within the jurisdiction of the District in order to inform the Board. Once recognized by the Chair, you will have 3 minutes to speak. No discussion or action can be taken at this time. The Board may refer the matter to staff or determine whether the matter should be included on a future agenda.

Public Comment: Items on the agenda

This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.

Agenda Item:

2018 SEWER IMPROVEMENT PROJECT

Summary:

April 12, 2022:

FWD Engineer will update the Board.

HISTORICAL:

February 15, 2022:

FWD Engineer updates:

- a. Design is progressing including preparation of the Caltrans application for the crossing of 116 (Main Street) with a pipe bursting method.
- b. A site visit with property owners in the alleys off of 1st and 2nd Streets will be scheduled for the last week of February or the first week of March.
- c. PG&E has indicated that neither of the two gas mains in Forestville Alley (east of 1st Street) can be abandoned. Therefore, B&R has adjusted the design to move the new sewer alignment approximately 1 foot north to minimize potential conflict with the 4-inch gas main.

January 11, 2022:

Director Monroe to speak to customers on behalf of the District.

December 14, 2021:

FWD Engineer described areas of concern & actions needed before starting the project.

November 9, 2021:

Brelje & Race (BRCE) prepared and transmitted to the District the Quarterly Status report and Disbursement Request documents for District signature and submittal to State DFA. Also, preparing application to Caltrans for the crossing of Route 116 (Main Street) involved with the project and consulting with PG&E concerning the gas mains on Forestville Lane that are affecting alignment.

October 12, 2021:

BRCE completed the Quarterly Report and Disbursement Request (for the previous almost 4 years) the week of Monday, October 11th for the District to submit.

September 14, 2021:

FWD Staff received the Construction Installment Sale Agreement from the State Water Resources Board fully executed.

Dyanna/B&R has started the process of compiling B&R expenses from Dec. 17, 2018, to date.

A copy of the agreement is included in the board packet.

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

TIME SCHEDULE ORDER (TSO) AND GRANT APPLICATION FOR SEWER TREATMENT PLANT

Summary:

April 12, 2022:

FWD Engineer will update the Board.

HISTORICAL:

February 15, 2022:

BRCE anticipates that DFA will produce a draft agreement within the next 30 days.

January 11, 2022

The process is still on schedule and for an agreement to be presented to the District by February 2022.

December 14, 2021:

No new updates to report.

November 9, 2021:

As of November 5, 2021, Project Mgr. Gabriel has no new updates on the status of the application.

October 12, 2021:

BRCE has been in communication with the State DFA on the funding schedule. They are anticipating an executed planning agreement completed by May 2022.

September 14, 2021:

With the completion of the 2018 Sewer Improvement grant application process, this application should start moving forward.

August 10, 2021:

Application process still pending the completion of the 2018 Sewer Improvement grant application process.

July 13, 2021:

Once the grant application process for the 2018 Sewer Improvement Project is completed then this grant will be processed. Estimating about end of 2021.

June 8, 2021:

The State DFA has indicated that the planning grant application will be processed once the Sewer Improvement Project funding agreement is executed.

May 11, 2021:

State DFA has recently shifted Planning Grant funding priority from CWSRF to DWSRF so FWD Grant Application processing is delayed until June/July time frame.

April 13, 2021:

Application still in holding status with no new updates.

March 9, 2021

Due to State Financial Audit the approval of the application has been delayed. FWD application will be reviewed for approval most likely in June 2021.

February 9, 2021 - October 13, 2020:

FWD Engineer to update the Board.

September 8, 2020:

FWD Engineer to review the revised Plan of Study for the planning grant application.

A revised Plan of Study will be provided via email on 9/8/20.

August 11, 2020 - November 5, 2019:

FWD Engineer to update the Board.

*** SEE ASR FROM OCTOBER 8, 2019 BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

PRV REPLACEMENT OPTIONS

Summary:

April 12, 2022:

Piazza was onsite, Mar. 28, 2022, to eliminate the PRV on Trenton Road and North Covey Road. All the valves were closed and found that the East side valve into the PRV would not close enough to do the project. Dyanna/BRCE sent a change order to Piazza to have Tap Masters install a insertion valve and just abandon the failing valve.

HISTORICAL:

February 15, 2022:

BRCE believes it will be most efficient and cost effective to implement the replacement of PRV 2 (Mirabel & Giusti) completed as a change order to the PRV 3 (Anderson & Covey) project. BRCE has prepared an exhibit with the details and specifications necessary for replacement of PRV 2. If the District agrees with the approach, BRCE will transmit the exhibit to Piazza so that they can prepare the change order request.

Copies of exhibit with details included.

January 11, 2022

FWD Engineer briefed the Board on the Change Order Request received from Piazza for the leaking valves.

December 14, 2021:

Dyanna/BRCE has finalized plans and drawings with Piazza Construction for the Anderson/Covey line stop and the remaining project on Trenton Road. A fire hydrant repair will also be made on Trenton Road, since all the equipment will be on-site.

November 9, 2021:

Piping and PRV equipment have been installed in the Anderson Road Valve Building. The PRVs that were installed require replacement of pilot valve springs for the correct valve pressure operation. Submitted traffic control plan has been approved allowing the contractor to perform work in Covey Road. The contractor still needs to prepare a submittal for the "line-stop" equipment and the construction sequence plan to continue work.

*** SEE ASR FROM OCTOBER 12, 2021 BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

LIFTSTATION VFD ELECTRICAL UPGRADE

Summary:

April 12, 2022:

Leete Generators technician was onsite, Mar. 15, 2022, to perform a power transfer test at the MCC panel and FWD Staff reset the generator clock.

Aspect programmer was onsite, Mar. 23, 2022, to program the VFD to have a delay so they would not kick out when the generator power came on. Successful on both projects.

Historical:

February 15, 2022:

Aspect and Twin Electric are developing a specific plan to install VFDs for the Covey Road lift station which BRCE will review.

January 11, 2022

GM provided findings with the VFD's solution options, the impact of the recent power outage to the VFD's

December 14, 2021:

Twin Electric and Aspect was on site Dec. 1, 2021, to do the work for this project. Upon the results of the Mirabel Lift Station, FWD will better determine the plan of action for the Trenton Lift Station.

November 9, 2021:

Brelje & Race visited the treatment plant with the General Manager to observe the SCADA system upgrade including the monitoring information for the pump stations.

October 12, 2021:

Aspect and GM Lopes to update the Board on SCADA project. VFD electrical upgrade scope of work to be discussed before being sent out to the bidding process.

September 14, 2021:

Aspect Engineering was on site 8/17/21 to change out an antenna at MCC Lift Station and signal to SCADA has improved. Twin Electric was on site 8/19/21 to perform the MCC electrical grounding to ensure total safety. Adam will update the Board regarding the next steps to finalization.

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation:

None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

DIRECTOR'S TRAINING

Summary:

April 12, 2022:

Upcoming Mandatory Training for Directors:

- Ethics Training (Required every two years)
 - Steve Griffith due by May 2022 [Item Detail - 2022 Ethics AB 1234 Compliance Training \(csda.net\)](#)

- ACWA/JPIA (mandatory for Liability Coverage)*
 - Brown Act [Item Detail - Brown Act Refresher and Updates \(csda.net\)](#)
 - Public Records Act Training [Item Detail - Public Records Act Requests 2020 \(csda.net\)](#)

**Each Director is registered to complete the above pieces of training through the CSDA's on-demand webinars. CSDA sent out emails to everyone with the links and instructions of how-to login.*

Upcoming Director Training/Conference Opportunities:

- CSDA
 - 5/3/22 - Webinar: Winning Federal Grants, Steps to Success
 - 5/4/22 - SDLA Virtual Workshop: Board's Role in HR
 - 5/10/22 - Virtual Workshop: Overview of Special District Laws

Conference

- 5/17/22-5/18/22 – 2022 Special Districts Legislative Days

- ACWA/JPIA
 - No new upcoming opportunities

If any member of the Board wishes to attend a training that involves a cost, FWD will cover the cost & register the Board member at the same time.

Potential Board Actions:

To successfully complete mandatory/required training on or before the date listed to the right of each Director's name. Attend non-mandatory training/conference as they choose.

Staff Recommendation:

Directors stay in compliance with State regulations and mandatory training.

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

GROUNDWATER MONITORING AT THE FORESTVILLE YOUTH PARK (FYP)

Summary:

April 12, 2022:

FWD Engineer will update the Board.

Historical:

February 15, 2022:

A site visit was conducted at selected properties surrounding the youth park to locate any existing wells or septic fields within 100 feet of the three proposed groundwater monitoring wells. Only one feature was found – an abandoned well 75 feet from the GW Monitoring well No. 3. This should not present a problem. The FYP GW monitoring well drilling, and development is now scheduled for March 17 and 18.

January 11, 2022

FWD Engineer briefed the Board on the requirements set by Sonoma County Permit Department.

December 14, 2021:

FWD Engineer briefed the Board on the current progress on the scope of work.

November 9, 2021:

Piazza Construction has scheduled the potholing to start the week of November 8.

*** SEE ASR FROM OCTOBER 12, 2021 BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

DISTRICT GOALS UPDATES

Summary:

April 12, 2022:

Administration

- Employee Job Descriptions: 0%
- Employee Handbook: 51%
- Audit SOP creation: 55%

Operations

- Water Distribution updated spreadsheets: 83% (5 of 6 completed)

Office

- Document Retention (archive): 10%
- IT needs: 95%
- FWD website ADA compliance: 100%
- Ord. 61 – record “Notice”: 70%
- Update website to include FAQ: 75%, Backflow Testing: 25%
- Transfer Dropbox to OneDrive: 90%
- UMS update all service addresses with APN #'s: 20%
- Establish access with Sonoma County Assessor’s Office for property owner’s info: 50%
- Create Public Record Act form & procedures: 0%
- Input Backflow inventory into UMS for annual testing: 0%

Board

- Bylaw’s creation: 5%
- Compilation of “Orientation” manual for new Director: 25%
- Rules Code of Conduct for Board Meetings: 0%
- Establish Minutes & ASR format style: 50%
- Legal Claims Policy: 0%
- Draft new Service Agreement to include sewer disclosures & Ord. 40: 75%

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Forestville Water District - Agenda Summary Report



Agenda Item:

NEW WATER RATE STRUCTURE

Summary:

April 12, 2022:

Sub-committee will update the Board.

Historical:

February 15, 2022:

The Subcommittee met on January 25, 2022 to review requested adjustments and findings.

January 11, 2022

Sub-Committee will meet Jan. 25, 2022, at 10:00 am.

December 14, 2021:

FWD Engineer will make the requested adjustments and provide findings to the Sub-Committee to report at January's meeting.

November 9, 2021:

The sub-committee met on November 8, 2021 and will email some adjustments for BRCE to make on the module.

October 12, 2021:

The Water Rate Structure Subcommittee will meet on Oct. 14, 2021, at 3:30 p.m. via Zoom.

September 14, 2021:

The Sub-committee will discuss the next scheduled meeting date.

August 10, 2021:

Tabled to next month for more data to be collected with the drought and obtain more information with the recycled water and Graton.

July 13, 2021:

Subcommittee met on 6/22/21 to discuss the topic further. Subcommittee may meet again in late August or September to gather more data from drought response.

June 8, 2021:

Water Rate Structure Sub-Committee met on 5/25/21, and discussed options. Brelje and Race developed an excel spreadsheet model to simulate and evaluate alternate water rate plans for the District to be considered. The model was presented to, and shared with, the Water Rate Structure Subcommittee.

May 11, 2021:

FWD Engineer is preparing a first draft of a new rate structure to test using 2020 metered water use. FWD Engineer will inform Board about progress.

April 13, 2021:

GM Lopes met with FWD Engineers, David Long & David Coleman to discuss a new water rate structure on Apr. 5, 2021.

The Board approved B&R to initiate research for a new fee structure not to exceed \$5k.

Potential Board Actions:

No FWD Board action is needed; for informational purposes only.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

WATER CONSERVATION

Summary:

April 12, 2022:

GM will update the Board.

Copy of Governor Executive Order for Conservation Efforts

Potential Board Actions: None – Information purpose only

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

ACWA ADVISORY

DROUGHT
March 28, 2022

Governor Issues Executive Order to Bolster Regional Conservation Efforts

Gov. Gavin Newsom today issued an [Executive Order](#) asking Californians to limit summertime water use and directing the State Water Resources Control Board to adopt emergency regulations that require urban water suppliers that have adopted a Water Shortage Contingency Plan to implement, at a minimum, Level 2.

The Executive Order also calls on the State Water Board to adopt emergency regulations defining “non-functional turf” and banning irrigation of non-functional turf in the commercial, industrial, and institutional sectors. An exception is made to ensure the health of trees and other perennial non-turf plantings.

The order also includes provisions to create a multi-year water transfer pilot project, ensure vulnerable communities have drinking water, advance groundwater recharge projects, protect vulnerable fish and wildlife, prevent illegal water divisions and identify new proposals to support investments in short- and long-term drought resilience. ACWA Staff will coordinate with the state on its implementation of the emergency regulations and investment proposals.

The Executive Order expands on the Governor’s July 8 [Executive Order](#) calling for Californians to voluntarily reduce water use to 15% compared to 2020 levels.

“Governor Newsom’s Executive Order recognizes the extensive drought contingency planning already undertaken by local water agencies. It is critical that the state continues to empower local water supply and demand efforts that were proven effective during the last drought,” said ACWA Executive Director Dave Eggerton.

ACWA, the California Municipal Utilities Association and California Water Association recently submitted a proposed [stress test based proposal](#) to inform the state’s drought response. ACWA will continue its advocacy for a holistic approach to drought response that recognizes unique local water supplies and conditions and includes essential investments in existing and new infrastructure to support long-term resilience.

ACWA also continues to prioritize and advocate for additional funding for drought infrastructure investments for the final state budget. ACWA is requesting additional funding for groundwater, recycling and reuse, desalination, urban water conservation, and dam safety/reservoir operations, to name a few.

Background

The state continues to plan for a third year of drought conditions following a January, February and March that will enter records as the driest documented in California history. Newsom last year issued an [Executive Order](#) calling for Californians to voluntarily reduce water use by 15% compared to 2020 levels. The conservation request – extended by today’s Executive Order — applies to residential, industrial, commercial, agricultural and institutional water users. The State Water Board continues to track and report monthly on the state’s progress toward achieving a 15% reduction in statewide urban water use as compared to 2020 use.

On March 18, the Department of Water Resources (DWR) announced a State Water Project allocation reduction to 5% of requested supplies for 2022. DWR and the U.S. Bureau of Reclamation submitted a revised application for a Temporary Urgency Change Petition (TUCP) for ~~revisions from April 1 to June 30. The petition seeks facilities for the State Water Project and~~

operations from April 1 to June 30. The petition seeks flexibility for the State Water Project and Central Valley Project to release less water into the Delta through June 2022 to conserve limited stored water in Shasta, Oroville and Folsom reservoirs. On March 21, the State sent early warning letters to approximately 20,000 water rights holders to plan for curtailments in certain watersheds should dry conditions continue.

Additionally, DWR is planning to refill the notch in the Emergency Drought Salinity Barrier in the Delta. The barrier is expected to remain in place until November 2022 in order to minimize saltwater intrusion into the Delta, allowing for reduced flows from upstream reservoirs to conserve water supply.

Resources

ACWA encourages member agencies to continue actively promoting and helping customers reduce water use and maintain clear and frequent communication with customers and the media about drought response activities, including voluntary or mandatory water reduction goals, water use restrictions, rebate programs and other drought-resilience efforts. Below are resources to help member agencies communicate with media, policymakers and customers:

- 1. Communication Tools:** The Department of Water Resources' Save Our Water campaign recently released the first part of its 2022 Spring Toolkit with the new tagline, "Save Water. Save California." The toolkit includes social media posts and graphics that focus on outdoor water saving tips and encourage saving trees and utilizing mulch and drip irrigation. The new toolkit items are available at saveourwater.com/Partner-Toolkit.
- 2. Website:** ACWA's dedicated webpage www.acwa.com/drought has links to drought resources, including proclamations, water agency efforts in resiliency and communications tools.
- 3. Agency summaries:** The webpage www.acwa.com/drought-response features a summary of various member agencies' drought responses, including mandatory or voluntary conservation orders and links to agencies' Water Shortage Contingency Plans. The site has served as an information clearinghouse for the media and policymakers. It's not too late to [add or update](#) information about your agency.
- 4. Water Resilience Funding:** ACWA continues to track the allocation of funding for the 2021-'22 state budget that included \$3.58 billion of the Water Resilience Package funding. The tracking sheet is available for members [online](#).

Questions

For questions about the Executive Order, please contact ACWA Regulatory Relations Manager [Chelsea Haines](#).

DID SOMEONE FORWARD THIS EMAIL TO YOU?
ACWA members can get ACWA's alerts and advisories directly to your inbox. [> SIGN UP HERE](#)



| | | |
|--------------------------|--------------------------|--------------------------------------|
| MY ACWA | OUR WORK | RESOURCES |
| NEWSROOM | EVENTS | FIND YOUR LEGISLATOR |

Agenda Item:

Accessory Dwelling Unit

Summary:

April 12, 2022:

FWD Legal Counsel will update the Board.

HISTORICAL:

March 8, 2022:

A minimum of 5 accounts are in the process of adding Accessory Dwelling Unit (ADUs) onto their properties so the Board will need to open the discussion for any new policies & what the District can & cannot legally charge for.

Included Sonoma County ADU Code, Government Code 65850, and Senate Bill 1069.

Potential Board Actions:

The Board may review, discuss and/or give further instructions to the FWD Staff.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

SERVICE AGREEMENTS

Summary:

April 12, 2022:

FWD Staff met to review other District's Service Agreements. After further review, the staff decided to make further changes to the current draft and once completed, that draft will be submitted to Legal Counsel for review.

HISTORICAL:

March 8, 2022:

The Board will review and have discussions with FWD Legal Counsel on our current Service Agreements to make possible updates to ensure full transparency but also properly informing customers of Ordinances e.g., Ordinance 40 (owner's responsible for tenants outstanding bill), 61 (Private Sewer Lateral inspections) & soon ADUs.

Potential Board Actions:

The Board may review, discuss and/or give further instructions to the FWD Staff.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Agenda Item:

GENERAL MANAGER EVALUATION PROCESS

Summary:

April 12, 2022:

The Board will discuss the evaluation process for the General Manager position.

Potential Board Actions:

Select two Directors for the Subcommittee members and date(s) for meeting(s).

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk



FORESTVILLE WATER DISTRICT
Board of Directors' Evaluation Form – General Manager

General Manager:

Date:

Evaluating Board Member:

A. BOARD/MANAGER RELATIONSHIP

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| Provides sufficient staff reports and related agenda materials to allow for effective Board discussion/decision-making. Provides information to Board Members in a timely manner. Obtains and evaluates relevant information and implements or recommends appropriate solutions to problems. | | | | | |
| Displays a professional attitude/image that assures public confidence in management staff. Makes effort to be accessible and provides consistent and equal treatment to Board Members. | | | | | |

B. COMMUNITY RELATIONS

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| Represents the District well in presentations to civic groups, media and the public and provides a positive, professional image. Develops cooperative working relationships with outside governmental agencies and other outside groups. | | | | | |
| Promotes community involvement in the District as opportunity allows. | | | | | |
| Enhances community understanding of District's goals and objectives. Deals openly with conflict and District problems. Handles individual citizen's complaints well; creates a "satisfied customer." | | | | | |

C. LEADERSHIP

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|---|---|---|---|---|---|
| Assumes leadership in establishing the immediate and long-range objectives for the District. | | | | | |
| Leads, directs and makes use of sound administrative practices. Delegates responsibility and decision making appropriately. | | | | | |
| Demonstrates original thinking, ingenuity, and creativity by introducing new strategies or courses of action. | | | | | |
| Plans effectively and supports innovative problem-solving by involving others. | | | | | |

D. COMMUNICATION

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| Promotes and engages in two-way communication. | | | | | |
| Is accessible to Board Members, staff, and citizens. Communicates new ideas, suggestions, and concerns to the Board. | | | | | |
| Clearly and concisely communicates ideas, information, problems, and questions. | | | | | |

E. MANAGING FINANCIAL AND MATERIAL RESOURCES

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|---|---|---|---|---|---|
| Identifies revenue enhancements and cost saving to ensure the District accomplishes important short-term and long-term goals. | | | | | |
| Demonstrates original thinking, ingenuity, and creativity by introducing new financial strategies or courses of action. | | | | | |
| Plans, implements, and directs a comprehensive financial program for the District's long-range economic development. | | | | | |
| Has a general understanding of technical issues affecting the District. | | | | | |
| Maintains water delivery and water quality standards of the District and State regulatory compliance. | | | | | |

F. HUMAN RELATIONS

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| Consistently strives to be fair and consistent in working relationships and shows respect for others. Shows appreciation for the contributions of staff. | | | | | |
| Is straight-forward in communications and is capable of being firm when circumstances warrant. Uses criticism constructively and objectively, while demonstrating sensitivity to the feelings of others. | | | | | |
| Follows up recommendations, concerns, or complaints as promptly as possible. | | | | | |

G. ORGANIZATION

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|---|---|---|---|---|---|
| Develops procedures in response to needs. Implements practices and monitoring results in support of Board policy. Anticipates changes in various situations and the ability to achieve goals despite these changes. Meets schedules (whether set by the General Manager or by others). Sets priorities, understands systems, practices time management, planning, and is committed to quality work. | | | | | |
| Develops staff through training, coaching, mentoring, and work assignment. | | | | | |

H. ANNUAL GOALS AND OBJECTIVES

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| Does the General Manager coordinate, monitor, and prioritize individual projects to assure they are accomplished? Does he/she follow through to assure productivity? | | | | | |

I. OVERALL EVALUATION

5 - Outstanding 4 - Excellent 3 - Satisfactory 2 - Needs Improvement 1 - Unsatisfactory

| | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| | | | | | |

Remarks/Comments:

Agenda Item:

CORRESPONDENCE

Summary:

April 12, 2022:

The following pieces of correspondence are included in the FWD Board Package:

1. AWWA – Thank You
2. LAFCO – Alternate Special District Representative
3. PG&E – Revised Notice of PG&E’s request to rate increase
4. Sonoma County – Notice of Cancellation

Potential Board Actions:

FWD Board may choose to select any item above and request it be placed on a future Agenda if it is deemed that action is needed by FWD Board.

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk

Dear AWWA members,

On behalf of Water For People, I want to express my thanks for your support of our mission to end the world's water crisis. Your belief in Everyone Forever – a world where everyone has access to reliable, safe water and sanitation systems that last for generations – has not wavered since our founding by AWWA 31 years ago.

Through AWWA Committee events, personal donations, and sharing the Everyone Forever message, you raised more than \$1.3 million in the past two years, an impressive accomplishment, especially during a global pandemic! Your on-going support has enabled us to reach 4.67 million people with access to reliable, clean water in the past five years.



A school girl washes her hands at her school's new handwashing station.

Your commitment of support impacts so much more than just clean water today. For example, a school in San Rafael del Norte, Nicaragua, had run down and unsafe bathrooms. Water For People partnered with the school and local community to upgrade the bathrooms and install handwashing stations, then connected them to the community's gravity-fed water system. However, our efforts did not end there. Trainings, partnership, and coordination with the district government and Ministry of Education ensure the resources and knowledge are in place to keep the water flowing and facilities maintained. At the school level, we partnered with parent-teacher associations for training on the operations, maintenance, and administration of the systems to ensure they are sustainable.

To learn more about our Everyone Forever model in action, I want to personally invite you to join us for a Water For People virtual Impact Tour to Nicaragua I will be hosting. **We'll be "traveling" to Nicaragua on April 27 and 28, 10-11:30 AM MT each day.** On the Impact Tour, you'll meet students along with teachers, government officials, community leaders and more. Please register to join us!

Thank you for your steadfast support of the past 31 years. Without you, our progress toward Everyone Forever – a world where water and sanitation lasts for every family, clinic, and school – would not be possible.

Sincerely,
Liza Rivera, Nicaragua Country Director
Water For People

SONOMA LOCAL AGENCY FORMATION COMMISSION

111 Santa Rosa Ave Suite 240, SANTA ROSA, CA 95404
(707) 565-2577 FAX (707) 565-3778
www.sonomalafco.org

cc: Apr. 12, 2022
Board Packet
ASR "N" Corr. 2



Date: February 28, 2022
To: All Independent Special Districts
From: Cynthia Olson, Senior Analyst and Acting Commission Clerk
Subject: Election of Alternate Special District Representative

Attached please find the materials associated with an election to fill the position of Alternate Special District Representative to Sonoma LAFCO. As a result of an earlier notification by Sonoma LAFCO to special districts, three nominations were submitted by the application deadline. Nominations for this position were open to all special districts in Sonoma County and all independent special districts have the right to vote in the election.

The election process requires that Sonoma LAFCO send to each district copies of all applications received by the established deadline, a ballot and certification form, and voting instructions. In addition to these documents, we have included a stamped envelope for you to use to return the certified ballot.

Please return ballots to the LAFCO office by April 15, 2022. Ballots received by the deadline will be tabulated and the results announced within seven days.

Please note that ballots representing a majority of the districts must be received by the deadline date for the election to be considered valid. In the event a majority of districts have not cast ballots by the deadline, Sonoma LAFCO will extend the deadline date by 60 days to allow those districts that have not returned a ballot to do so.

In 2021, the Commission conducted an election for a Regular Special District Member that proved to be challenging with regard to obtaining a quorum of responding Districts, with the overall timeframe for the election exceeding six months.

On behalf of the Commission, I urge your district to participate in this election for special district representation to Sonoma LAFCO and to return the ballot by the April 15, 2022, deadline.

If you have any questions or need additional information, please contact me at 707-565-2587.

SONOMA LOCAL AGENCY FORMATION COMMISSION

BALLOT

Alternate Special District Representative Term of Office Ending May 2024

1. Vote for only one candidate for Alternate Special District Representative.
2. The presiding officer or his/her designated alternate, acting on behalf of the district, must cast the district's vote by marking the space to the right of a candidate's name and then complete, sign, and date the certification.
3. Place the marked ballot sheet and certification into the envelope provided and mail to Sonoma LAFCO, 111 Santa Rosa Ave Suite 240, SANTA ROSA, CA 95404. Ballot sheet and certification may be emailed to Cynthia.Olson@sonoma-county.org, to meet deadline requirements. However, originals must be mailed to the LAFCO office as soon as possible thereafter.
4. **Submit ballot and certification on or before April 15, 2022**

VOTE

William Norton Sonoma Valley Fire District

Tamara Davis, Marin Sonoma Mosquito Vector Control District

Jerry Terman, Bodega Bay Utility District

CERTIFICATION

I certify, under penalty of perjury, that I, _____
(Print Name of Presiding Officer or Alternate)

I am the Presiding Officer of _____,
(Print Name of Special District)

or his/her designated alternate, and I am authorized by my district to cast the district's vote for Special District Representative to the Local Agency Formation Commission in this election.

(Date)

(Signature)

SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403
(707) 565-2577 FAX (707) 565-3778
www.sonomalafco.org

SPECIAL DISTRICT REPRESENTATIVE CLASS I & ALTERNATE APPLICATION FORM SPECIAL DISTRICTS

This application has been designed to provide pertinent information about each candidate applying for the position of Class I Special District Representative to LAFCO. Please read the application carefully and type or print your responses. Feel welcome to attach additional sheets if necessary.

Note: Class I districts include fire protection, community services, and life support districts.

Date Application Submitted: 2/16/2021

Name: WILLIAM NORTON

Address: 890 VERANO AVE, SONOMA, CA

Home Phone: (707) 996-8379 Cell: (707) 304-2170 Work: —

Name of District You Represent: SONOMA VALLEY FIRE

Date of Most Current Appointment or Election: 7-1-20

Date Term Expires: 2024 Total Years with District: 18

Indicate Involvement in Other Agencies/Special Districts:

S.C.F.D.A.

Total Years Associated with Government/ Community Service: 40 ~~35~~ YEARS
30 YEARS SFFD, RETIRED AS A LT.

List Community Service Activities including Names of Organizations and Dates of Service:

JACK LONDON STATE HISTORIC PARK VOLUNTEERS - PRESIDENT

U.S. NAVY 1961-65 U.S.C.G. RESERVE 6 YEARS

PRESIDENT SVFD - MEMBER OF BOARD 18 YEARS

S.C.F.D.A. PAST PRESIDENT & VICE PRESIDENT

CHALLENGE SONOMA ADVENTURE ROPES COURSE INSTRUCTOR

Have you attended LAFCO meetings? If so, when?

YES - ONE MEETING IN 2020



Valley of the Moon Board of Directors

Bill Norton

Vice President

I have been a member of the Board of Directors of the Valley of the Moon Fire Protection District since 2003 and a resident of the District for 25 years. I am a retired Lieutenant of the San Francisco Fire Department after 30 years' experience. I have a BA magna cum laude in Geography from Sonoma State University and was a substitute teacher in the Sonoma Valley Unified School District and a past Sonoma Ropes Course leader.

I assisted the City of Sonoma and the Valley of Moon Fire District Chiefs and Captains in the development of Sonoma Valley Fire & Rescue Authority's "Standards of Response Coverage" a business plan for our combined fire departments. I developed a SVFRA, GIS computer-based Standards of Coverage senior project at Sonoma State University, including a model providing the optimum locations for Station 2. I have been a California certified Fire Training Officer, Fire Safety Director, EMT and Urban Search and Rescue member. Further qualifications include CPR instructor, lifeguard, advanced open water diver and USCG Search and Rescue Crewman and Boat Engineer.

I have organized and participated in various multiple-agency disaster drills in the San Francisco Bay Area. I keep current with fire district business by attending our monthly VOM Fire District meetings, Sonoma County Fire District Association bi-monthly meetings and annual conferences. I have the highest respect for the dedication and professionalism of our department members: officers, engineers, firefighters and paramedics.

SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403
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www.sonomalafco.org

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (ALTERNATE)

This application has been designed to provide pertinent information about each candidate applying for the position of the Alternate Special District Representative to LAFCO. Please read the application carefully and type your responses or print in ink. Additional pages may be included as necessary. An electronic version is available online at www.sonomalafco.org

Note: *Candidates* for this position may be board members from any independent special district.

Date Submitted: 3-9-2021

Name: Tamara Davis

Address: 903 Hacienda Circle, Rohnert Park, CA 94928

Phone(s): 707-585-6153

Email: Phineas.Chapman@Perqmail.com

Name of District You Represent: Marin/Sonoma Mosquito & Vector Control District

Date of Most Current Election/Appointment: January 1, 2018

Date Term Expires: December 31, 2022

Total years with District: 18 years

Total Years Associated with Government/ Community Service: 40 years +

List any other agencies/special Districts you have been or are currently involved with:

Vector Control Joint Powers Agency (VCJPA)

California Affiliated Risk Mgt Authority (CARMA)

Sonoma County Consolidated Oversight Board

(see resume for others)

List Community Service Activities including Names of Organizations and Dates of Service:

Please see attached resume

TAMARA DAVIS

903 Hacienda Circle - Rohnert Park, CA 94928
(707) 585-6153 - phineaschapmanrp@gmail.com

OBJECTIVE

LAFCO Special District Representative Position

PUBLIC SERVICE HIGHLIGHTS

- Trustee - Marin/Sonoma Mosquito and Vector Control District (Member of Executive Committee) representing County of Sonoma at-large since 2002.
 - Past President of Mosquito and Vector Control Association of California (MVCAC) Trustee Council. Eight years on Trustee Council. Currently serving on Legislative Committee & Board.
 - Second Vice-President & Trustee Representative for Coastal & Sacramento Valley Regions of the Vector Control Joint Powers Agency (VCJPA) - Board of Directors.
 - California Affiliated Risk Management Authorities (CARMA) - Board of Directors Alternate
 - Sonoma County Consolidated Oversight Board (Member) *(Alternate)*
-

PROFESSIONAL EXPERIENCE

STATE FARM INSURANCE - 34 Years of Service - Retired in 2004

Held various progressively responsible positions:

- Public Affairs Manager (focus on legislative, public policy issues, education, community outreach and media relations)
 - Fire Claims Superintendent (focus on home and business claims and claims involving litigation and also managed a litigation unit)
 - Re-inspector/Trainer (focus on reinspecting handled claims and assisting in training new claim representatives)
 - Claim Representative (handled home and business claims and a variety of disasters - hailstorms in New Mexico, Colorado and Wyoming)
 - Life Company - cash control clerk, administrative assistant
 - Auto Underwriting - assistant auto underwriter
-

PRIOR COMMUNITY INVOLVEMENT

- Goodwill Industries of the Redwood Empire - Board of Directors
- Mosquito Research Foundation - Board of Directors
- Mayor and Council Member - City of Cotati
- Corporate Council - State Conference of NAACP

SONOMA LOCAL AGENCY FORMATION COMMISSION

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(707) 565-2577 FAX (707) 565-3778
www.sonomalafco.org

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (ALTERNATE)

This application has been designed to provide pertinent information about each candidate applying for the position of the Alternate Special District Representative to LAFCO. Please read the application carefully and type your responses or print in ink. Additional pages may be included as necessary. An electronic version is available online at www.sonomalafco.org

Note: *Candidates* for this position may be board members from any independent special district.

Date Submitted: DEC. 17, 2020

Name: JERRY TERMAN, M.D.

Address: P.O. Box 1063, BODEGA BAY, CA 94923

Phone(s): 707-845-3347

Email: gterman@bodegabaypub.com

Name of District You Represent: BODEGA BAY PUBLIC UTILITY DISTRICT

Date of Most Current Election/Appointment: SEPT 16, 2020

Date Term Expires: _____

Total years with District: < 1

Total Years Associated with Government/ Community Service: _____

List any other agencies/special Districts you have been or are currently involved with:

List Community Service Activities including Names of Organizations and Dates of Service:

RECEIVED

AUG 27 2020

BODEGA BAY PUD

Jerry Terman, M.D.
P.O. Box 1063
2490 Pacific Coast HWY
Bodega Bay, CA 94923
(707)875-3347

Janet Ames, General Manager
Bodega Bay Public Utility District
P.O. Box 70
Bodega Bay, CA 94923

Dear Ms. Ames,

I am writing, as requested, to provide some personal and professional information including a statement of interest in serving on the Board of Directors of the Bodega Bay Public Utility District.

I first came to Northern California in 1966 to serve a one year internship in general medicine in San Francisco. After completion of that internship, and with my California Physician's and Surgeon's License, we moved our young family to Denver to complete Specialty Medical Training lasting three years. Then it was back to the Bay Area to serve two years active duty in the U.S. Public Health Service and where our second child was born in 1970. Around this time, I also began working in Community Mental Health and was able to start a private practice.

I have lived in Bodega Bay, first in a small cottage on weekends with young children and later in a house I completed 1989 on the same property after the cottage was destroyed by flooding in the 1980's.

Although now retired from active practice, my volunteer activities continued with the American Red Cross and the U.S. Coast Guard Auxiliary in Sonoma County.

I feel lucky to be a full time, permanent resident of our coastal community, where I am a registered voter. I would look forward to continuing to serve our community through membership on the PUD Board, to preserving our beautiful natural environment, and to maintaining our resources.

Sincerely,



AUGUST 26, 2020

Jerry Terman, M.D.

REVISED NOTICE OF PACIFIC GAS AND ELECTRIC COMPANY'S REQUEST TO INCREASE RATES FOR ITS 2023 GENERAL RATE CASE APPLICATION (A.21-06-021)

ACRONYMS YOU NEED TO KNOW

PG&E: Pacific Gas and Electric Company
CPUC: California Public Utilities Commission

WHY AM I RECEIVING THIS NOTICE?

On February 25, 2022, PG&E provided supplemental testimony in its 2023 General Rate Case (GRC) proposing actions to reduce wildfire risk in 2022 and beyond. The proposals in this application aim to provide safe and reliable energy amid a changing climate and evolving wildfire threat.

This filing replaces the original filing amount and is not incremental. In this filing, the revenue requirement for the 2023 test year was reduced compared to the original filing from \$15.46 billion to \$15.34 billion. PG&E provided its original testimony on June 30, 2021. In accordance with CPUC direction, PG&E provided supplemental testimony on its proposal to underground 10,000 miles of electric distribution powerlines in High Fire Threat Districts, which reduces the ignition risk to nearly zero for overhead electric distribution powerlines that have been placed underground.

PG&E also proposes a new Enhanced Powerline Safety Settings program with electrical equipment settings re-engineered, so that if an object comes into contact with an electric distribution powerline, power is automatically shut off to minimize any risk of ignition.

The supplemental testimony also reflects cost reductions of \$1 billion in Vegetation Management compared to PG&E's original testimony as well as operational changes to PG&E's Vegetation Management programs.

The supplemental testimony also includes ongoing costs supporting Electric Distribution, Gas Operations, Electric Generation, Customer Care, Shared Services and Information Technology, as well as employee and insurance costs.

If approved by the CPUC, PG&E's request would result in a revenue increase of \$3.125 billion for 2023 and additional increases of \$1.018 billion in 2024, \$755 million in 2025 and \$561 million in 2026.

WHY IS PG&E REQUESTING THIS RATE CHANGE?

Customers pay for gas and electric service through rates set by state regulators after extensive review and with full public input. Every four years, PG&E is required to file a GRC application with the CPUC. The CPUC determines the amount of money PG&E is allowed to collect through the GRC. That amount is incorporated into customer rates and used for operating and upgrading the electric distribution, electric generation, and gas distribution, transmission and storage systems.

If approved, PG&E will recover these costs through electric and gas rates starting January 1, 2023, through 2026.

HOW COULD THIS AFFECT MY MONTHLY ELECTRIC RATES?

Many customers receive bundled electric service from PG&E, meaning they receive electric generation, transmission and distribution services.

Based on rates currently in effect, the bill for a typical residential customer using 500 kWh per month would increase from \$151.53 to \$175.17, or 15.6%.

Direct Access (DA) and Community Choice Aggregation (CCA) customers only receive electric transmission and distribution services from PG&E. PG&E transmission and distribution charges for these customers would increase by 18.0% if this application is approved. DA providers and CCAs set their own rates. Check with your DA provider or CCA to learn how this would impact your overall bill.

Another category of nonbundled customers is Departing Load. These customers do not receive electric generation, transmission or distribution services from PG&E. However, these customers are required to pay certain charges by law or CPUC decision. On average, these customers would see an increase of 5.9%.

Detailed rate impacts are being sent directly to customers in March and April 2022. Actual impacts will vary depending on usage.

HOW COULD THIS AFFECT MY MONTHLY GAS RATES?

Bundled gas customers receive transmission, distribution, and procurement services from PG&E.

Based on rates currently in effect, the bill for a typical residential customer averaging 33 therms per month would increase from \$65.17 to \$72.94, or 11.9%.

Detailed rate impacts are being sent directly to customers in March and April 2022. Actual impacts will vary depending on usage.

HOW DOES THE REST OF THIS PROCESS WORK?

This application was assigned to a CPUC Administrative Law Judge who will consider proposals and evidence presented during the formal hearing process. The Administrative Law Judge will issue a proposed decision that may adopt PG&E's application, modify it or deny it. Any CPUC Commissioner may sponsor an alternate decision with a different outcome. The proposed decision, and any alternate decisions, will be discussed and voted upon by the CPUC Commissioners at a public CPUC Voting Meeting.

Parties to the proceeding may review PG&E's application, including the Public Advocates Office. The Public Advocates Office is an independent consumer advocate within the CPUC that represents customers to obtain the lowest possible rate for service consistent with reliable and safe service levels. For more information about the Public Advocates Office, please call 1-415-703-1584, email: PublicAdvocatesOffice@cpuc.ca.gov or visit PublicAdvocates.cpuc.ca.gov.

WHERE CAN I GET MORE INFORMATION?

CONTACT PG&E

If you have questions about PG&E's filing, please contact PG&E at 1-800-743-5000. For TTY, call 1-800-652-4712.

If you would like an electronic copy of the filing and exhibits, please write to the address below:

Pacific Gas and Electric Company
2023 General Rate Case Application (A.21-06-021)
P.O. Box 7442
San Francisco, CA 94120

CONTACT CPUC

Please visit apps.cpuc.ca.gov/c/A2106021 to submit a comment about this proceeding on the CPUC Docket Card. Here you can also view documents and other public comments related to this proceeding. Your participation by providing your thoughts on PG&E's request can help the CPUC make an informed decision.

If you have questions about CPUC processes, you may contact the CPUC's Public Advisor's Office at:

Email: Public.Advisor@cpuc.ca.gov

Mail: CPUC
Public Advisor's Office
505 Van Ness Avenue
San Francisco, CA 94102

Call: 1-866-849-8390 (toll-free) or 1-415-703-2074

Please reference the 2023 General Rate Case Application (A.21-06-021) in any communications you have with the CPUC regarding this matter.

NOTICE OF CANCELLATION

SONOMA COUNTY PLANNING COMMISSION CONTINUED HEARING OF THE SONOMA COUNTY LOCAL COASTAL PLAN

WHO: Project Applicant, County of Sonoma, **Permit Sonoma File No. PLP13-0014**

WHAT: Sonoma County Local Coastal Plan Update **All parcels within the Coastal Zone, Supervisorial District: Fifth.**

The Sonoma County Planning Commission meeting scheduled for April 7, 2022 at 1:05 pm, to resume the virtual public hearing opened on July 26, 2021 to receive public comment and consider recommendations on the Public Review Draft of the Local Coastal Plan to the Board of Supervisors **has been cancelled** to allow additional time to prepare a Local Coastal Plan draft incorporating Coastal Commission revisions as well as provide addition time for public review and comment.

WHERE & WHEN:

A new hearing date is anticipated during June of 2022. All materials associated with this hearing, including a Local Coastal Plan draft incorporating Coastal Commission revisions, responses to public input, and policy recommendations will be published at least 30 days in advance of the new hearing date. **Check** <https://permitsonoma.org/longrangeplans/proposedlong-rangeplans/proposedlocalcoastalplanupdate> **for information on a new hearing date and availability of materials for public review.**

ADDITIONAL MATERIALS:

Project materials and associated documents are available at Permit Sonoma, 2550 Ventura Avenue, Santa Rosa, CA 95403 and digitally through the project planner and at <https://permitsonoma.org/longrangeplans/proposedlong-rangeplans/proposedlocalcoastalplanupdate> For more information about this proposal, to submit comments, or to request an accommodation for review of the file, please contact the project planner, Gary Helfrich at PRMD-LCP-Update@sonoma-county.org or (707) 565-2404.

GETTING INVOLVED:

If you have questions or concerns regarding the proposed project please contact the Project Planner noted above. Public comment prior to the meeting may be submitted to the Project Planner listed above at any time prior to the hearing, but early input is recommended.

NOTICE ALSO PUBLISHED:

Press Democrat

DATE: March 31, 2022



Agenda Item:

General Manager Lopes Water and Sewer Operations Report for March 2022

Summary:

April 12, 2022:

Water Operations:

USA Checks 15

Water Work Orders: 21

Completed the Bacteriological Site Sampling Plan for the Division of Drinking Water on 3/11. Approved.

Had a conference call with the state board rep and our engineer to discuss the FYP scope of work approval, so that we can continue with the groundwater monitoring wells.

On 3/21 Piazza was on site to remove the old PRV at Anderson and Covey with a line stop. Flow was shut off to 20 customers from 8am -3pm. All that is left at that site is the final paving project.

On 3/28 Piazza was out to the Trenton site to remove that PRV, but the east valve would not close properly. Dyanna from B&R sent a change order request to Piazza to have an insertion valve installed in order to move forward with the project.

Our staff is scheduled to perform a water connection repair on First street on 4/7, with 17 customers being off for about 2 hours.

One of our customers had usage of 451K in a 16-day period. I went out and witnessed the water line break and the repair, so a leak adjustment will be approved when the official reads are completed at the end of April. We were able to confirm the exact time the line broke, how much water was lost per hour and when it was repaired due to Sonoma Water software.

Had a discussion with one of our high usage current customers about upgrading from a ¾" meter to a 1" meter to create more flow to the property, but they would have to install a new line on their side. Their current meter from 1995 just stopped operating properly.

A customer contacted us about doing a driveway project that runs next to a main water line in our system. I contacted Coleman to be involved to approve the drawing plans to ensure that it would not compromise our water line.

Our staff started the water hydrant flushing this week, and had it posted on our Facebook and website pages.

Since the water shut off moratorium ended on 12/31/21, this would be the first-time nonpaying customers could have their water shut off. We started with 20 door hangers, and 17 have paid either in full or with a payment plan setup.

Currently, we have 3 locked off meters for customers that did not follow the ordinance and the many opportunities to contact FWD.

Sewer Operations:

Received a call from a water customer who wanted to inquire about connecting to sewer, so I made an inquiry to LAFCO.

Received contact about some parcels for sale in our district to inquire about connecting to sewer and water. Sewer connection fees have been paid but not on tax roll. Water connection fees would have to be paid.

Had a sewer line backup into our collection system on Center Street.

Calibrations were done on our instruments at the sewer facility and lift stations on 3/9.

Installed a new AT&T sim card for lift station signal assistance.

Had trees removed at the sewer facility that were impeding and damaging our boundary fence line.

Our staff changed out our Rack A main pump with a rebuilt pump that we had on the shelf.

SMR Sewer 2021 Annual report was completed.

Recycled Water:

SMR Recycled Water 2021 Annual report was completed.

Have only moved 2.6-acre feet of recycled water off site, because our existing irrigation users have been taking recycled water. Our projections show that we will not have to discharge the remainder of the season which ends on 5/15. That would make our discharge officially at 10.1-acre feet for the season, which is down from 20.4 for 2020. We raised our low-pressure irrigation pumps to 90 PSI from 86 PSI to ensure all vineyard users would have enough pressure during frost protection.

District Staff:

Continued our safety and staff monthly meetings.

Set up a CPR and First Aid training with our entire staff for 5/4.

Had a budget refresher meeting with a rep from CSDA that gave us some insight for our budget spreadsheets and reports.

Completed the insurance claim to JPIA for the 1/8/22 power outage accident that cost FWD a lot of issues at the lift stations with equipment for reimbursement. Exhibit is included in this packet.

I received a great commendation letter from a board member about one of our employees' great works for FWD.

Thank you, it was well deserved.

Our fiber optics and computer project were completed in our office. It was much needed.

Potential Board Actions:

No FWD Board action needed: for informational purposes only.

Staff Recommendation:

None

Report created by: Tony Lopes, General Manager



P.O. Box 261
Forestville, CA 95436-0261
Phone (707) 887-1551 Fax (707) 887-1552
info@forestvillewd.com

cc: Apr. 12, 2022
Board Packet
X. GM Report

4/6/22

Attn: Jennifer Nogosek @ ACWA/JPIA
Re: FWD Insurance Claim
Power Outage Accident 1/8/22
From: Tony Lopes

Jennifer:

Here is the power outage accident summary:

1/8/22: Miksis Services: pumped down lift station: \$ 1,650
1/8/22: Aspect Engineering: Purchased new VFD's for pump control and reprogram PLC: \$ 2,707.96
1/8/22: Pump Man Norcal: Electrician had to wire up new VFD's to pump controls: \$ 2,075.62
3/15/22: Leete Generators: Had generator troubleshot because VFD's kept kicking out every time generator turned on: \$ 431
3/23/22: Aspect Engineering: Had programmer come out to reprogram VFD's after confirming generator power load detection test: \$ 3,942.37

Maintenance charges: \$ 10,806.95

FWD Staff: Called out for emergency power outage by SCADA system:
Ricky Wheeler (on call operator) 14 hours overtime @ \$ 59.10 / hour = \$ 827.40
Tony Lopes (GM called out) 9 hours overtime @ \$ 90.25 = \$ 812.25
Cory Ipsen (operator) 7 hours overtime @ \$ 66.07 = \$ 462.49

Total Employee District cost due to accident: \$ 2,102.14

Grand Total: \$ 12,909.09

Tony Lopes
General Manager

Agenda Item:

**GRATON CSD & FORESTVILLE WATER DISTRICT
STANDING SUB-COMMITTEE WITH FWD**

Summary:

April 12, 2022:

The Subcommittee will update the Board.

HISTORICAL:

March 8, 2022:

The Subcommittee will update the Board.

January 11, 2022

The Subcommittee will need to select future meeting date.

December 14, 2021:

December 2's GCSD/FWD Sub-committee meeting was cancelled and has not yet been rescheduled to a future date.

November 9, 2021:

Next scheduled meeting will be December 2, 2021, at 5:30 p.m. via Zoom.

*** SEE ASR FROM OCTOBER 12, 2021 BOARD MEETING FOR PRIOR HISTORICAL DATA RELATED TO THIS AGENDA ITEM ***

Potential Board Actions: For informational purposes only

Staff Recommendation: None

Report created by: Dawn Leith, Interim Board Clerk